

**TOWN OF WOLSELEY  
MINUTES  
NOVEMBER 07, 2018**

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The regular meeting of Council of the Town of Wolseley, in the Province of Saskatchewan was held in the Council Chamber at the Town Office located at 610 Varennes Street on November 07, 2018 at 7:00PM.

**PRESENT:**

|                                    |  |
|------------------------------------|--|
| Mayor Gerald Hill (GH)             | Councillor Jacquie Jacobs-Marshall (JJM) |
| Councillor Chris McBride (CM)      | Councillor Ken Drever (KD)               |
| Councillor Randy Quintyn (RQ)      | Councillor Troy Kyle (TK)                |
| Administrator Candice Quintyn (CQ) | Councillor Stephen Scriver (SS)          |

**ABSENT:**

**CALL TO ORDER**

A quorum being present, Mayor GH called the meeting to order at 7:00PM.

**AGENDA**

**464/18** RQ/JJM that the Agenda be adopted as amended.

**CARRIED**

**MINUTES**

**465/18** TK/JJM that the minutes of the Regular Meeting October 17, 2018 be approved as presented.

**CARRIED**

**ACCOUNTS**

**466/18** JJM/CM that cheque #'s 16877 to 16884 totaling \$9,494.82 be ratified.

**CARRIED**

**467/18** KD/SS that cheque # 16885 totaling \$1,500.00 be ratified.

**CARRIED**

**468/18** RQ/KD that cheque #'s 16886 to 16893 totaling \$9,653.88 be ratified.

**CARRIED**

**469/18** CM/SS that cheque #'s 16894 to 16941 totaling \$98,293.09 be approved, with the exception of cheque # 16936.

**CARRIED**

*Councillor RQ declares a pecuniary interest and leaves the council meeting at 7:09PM.*

**470/18** CM/TK that cheque # 16936 payable to Wolseley Service Ltd. totaling \$149.86 be approved.

**CARRIED**

*Councillor RQ returns to the council meeting at 7:09PM.*

**REPORTS OF ADMINISTRATION**

1. October Bank Reconciliation: Administrator prepared and presented the Bank Reconciliation and notes for the period ended October 31, 2018.

**471/18** CM/SS that the Bank Reconciliation and notes for the period ended October 31, 2018 be approved as presented.

**CARRIED**

2. Public Disclosure Annual Declaration: According to *The Municipalities Act* s. 142(4), the annual declaration required pursuant to subsection (3) must be submitted on or before November 30 in each year. Subsection 3 states:

- (3) Every member of council who has previously filed a public disclosure statement pursuant to subsection (1) shall annually submit a declaration that:
- (a) declares that no material change has occurred since the last public disclosure statement was filed pursuant to this section; or
  - (b) details the material changes that have occurred since the last public disclosure statement was filed pursuant to this section.

Administration provides Council with Public Disclosure Annual Declaration Form 2 to fill out and return on or prior to November 30, 2018. Each Councillor completed their form and returned to Administrator evening of Nov 07 2018.

3. Federal Tax Exemption for Elected Municipal Officials: Effective January 1, 2019 there will be a change in the “one-third” federal tax exemption for elected officials. As stated in the Federation of Canadian Municipalities (“FCM”) guide, “*A long-standing federal tax exemption for elected municipal office holders will expire on January 1, 2019 - reducing their after-tax compensation.*”

Administrator provided a small booklet to Council from FCM outlining the issue, timeline, implications, options for municipalities and what other municipalities are doing.

4. Utilities Update: Seventy (70) Letters were sent for overdue utilities on November 2, 2018. Payments are slowly coming in. There are fifteen (15) accounts that have balances over 90 days that received Payment Reminder notices. The Over 90 Day balances on the accounts range from \$34.14 to \$1,707.66.
5. 2019 SUMA Convention - Registration is Open: Convention Registration is open for 2019. This year SUMA Convention will take place Sunday February 3 to Wednesday February 6, 2019 in Saskatoon, SK. Administrator handed out information packages. Early-bird deadline to register is **December 18, 2018** to have a discounted rate.

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

JJM - Town Hall: New lighting has been installed at the hall which includes ten (10) wall sconces in the main hall and one (1) chandelier in the main foyer. Beliveau Construction completed some patch work for the chandelier.

- Two quotes were received for doing the women’s restroom renovation which included Beliveau Construction \$10,633.97; and Renway Construction \$12,820. Councillor JJM recommends going with Beliveau Construction.

*Councillor JJM requests a recorded vote.*

*Parties Present: Mayor GH, Councillors TK, SS, KD, JJM, RQ and CM*

**472/18**

JJM/SS that the Town of Wolseley accepts the Beliveau Construction quote for renovating the women’s restroom at the Town Hall/Opera House for price of \$10,633.97.

#### **UNANIMOUSLY CARRIED**

- Working on 2019 Fiscal Budget. Budget items include blinds and floor maintenance in main hall, men’s restroom renovation, and kitchen upgrades.

RQ - Fire Department: Chief Pollock and Deputy Quintyn have a trip planned to Winnipeg, MB this Friday, November 9 to complete the final inspection of the new fire truck. It will be delivered the following week and Fort Garry Fire Trucks will provide training to firefighters on the use and operation of the truck. An event will be planned for the community to view the new truck.

473/18

RQ/CM to tender THE old fire pump out of Fire Truck and the Public Works eight foot (8') dump box, with a deadline of November 22, 2018.

**CARRIED**

- A floor polisher was donated by Brent and Grace Taylor to the Wolseley Sportsplex. Councillor RQ suggests providing them a charitable tax receipt for the floor polisher. Councillor SS will touch base with the Taylor's regarding the fair market value of the polisher.

**CM**

- Public Works: Well #4 is down and requires repair. A new stainless steel pitless adapter has been ordered; the screens were found to be plugged with iron buildup. Well #4 will have to be dug out for the repair work to be completed.
- The lighting outside the Town Maintenance Shop is complete; Councillor CM is working with the Foreman on a viable security system from Chitronics.
- Brandt was out to check the skid steer; turns out it required a part that costs approximately \$1,000. An invoice will be expected from Brandt for the part plus the call-out. Foreman will be able to install the new part once it's received. We need the equipment working properly for the Equipment Training/Certification happening soon.
- Acme Environmental is still planning to complete the Gordon Street sewer relining. Foreman will touch base for a more definitive date.
- A quote was received from Dolter's Electric for installing new lighting in the small shop area (nearest the offices) at the Town Maintenance Shop for \$2,466.60 (less \$486 SaskPower Rebate); Adam Erickson also provided a quote for same at \$6,500.00.

474/18

CM/RQ to accept Dolter's Electric quote for changing interior lights at the Town Maintenance Shop (office area) for \$2,466.60 less the SaskPower incentive (\$486).

**CARRIED**

- A quote was received from Brandt Tractor regarding a used motor grader. For a 2010 JD 770G Motor Grader, they are asking \$119,325. The grader has 7,641 hours; price includes snow gate (\$12,500) and trade-in for current grader (\$20,000). Mayor GH suggests that the Town could use the Capital Expenditures account for purchasing large capital items like this, and use the Line of Credit.

475/18

GH/CM to move forward with purchase negotiations for a motor grader, up to \$120,000 (taxes in).

**CARRIED**

- The snow push is working great so far.
- The furnace in the small shop area (near the offices) hasn't been working great. The Foreman is going to get someone to look at it.

**KD**

- Sportsplex: Inspections for facility and kitchen were completed. The shield is no longer required between the grill and the deep fryer. Kitchen inspection is all good. The facility is required to do air quality inspections and get an air quality monitor and log each time air quality is tested.
- Floor mats are ordered; another mat is going to be ordered for the North door; the seams on the floor need repairing.
- Caretaker for Sportsplex: there have been a few bumps, but is working out; getting better all the time. Arena Board is working with him.
- Councillor KD is working with Harold Lissel regarding the proposed Lift project. Approximately \$7,500 net was made at the Fall Supper that will go towards the project.
- The Curling Club met and they have a leak in a bladder of a tank in the basement. They have a new entry door on their wish list (approximately \$1,500 installed); the club is looking into replacing the old score boards.
- Landfill ramp: contractors did an excellent job; for safety reasons, a guard rail will have to be installed. It is approximately \$300-350 for materials and Public Works are capable to do the job.

- Jubilee Court had a board meeting. A water leak has been repaired there; a private contractor was brought in to reshape land so there are no water issues in parking lots; the board moved to put funds away in reserve.
- Councillor KD suggests that a sign in/sign out log should be maintained at the entrance for the Sportsplex now that a number of keys have been copied for the building. That way the Town can know who the last one out of the building was.

- SS**
- Duck is still out on the lake; attempting to lure it in.
  - Beliveau Construction modified large tarp by west overhead door to protect it from flying pucks.
  - Caretaker at the rink was given a checklist of things to do.
  - Hockey School was a great success.
  - Richardson Pioneer donated \$12,500 towards a used zamboni for the rink.
  - Volunteers are being very good and helping out the Caretaker.
  - Home Opener for the Wolseley Mustangs is Sunday, November 11; Western Financial Group has sponsored a “Shoot to Win”.
  - The Community Players are ready for ‘Wolseley Goes to War’ with dress rehearsal tomorrow night.

- TK**
- Councillor TK has been in discussions with realtors for listing town owned properties on MLS. Virginia Horsman from Indian Head Realty Corp. provided a quote for a flat rate commission of \$1,000/lot plus taxes. Another company quoted a \$2,500/lot commission.

**476/18** TK/CM to hire Indian Head Realty Corp. Real Estate Broker, Virginia Horsman, to list residential vacant lots on MLS for a flat rate commission of \$1,000 plus taxes per lot listing.

**CARRIED**

- Working on 2019 Budget.

- GH**
- Easement on Bradley Property needs to be reviewed and implemented.
  - Horticulture meeting November 14, 2018 at 7:00PM at the Town Hall/Opera House (lower level).
  - Community Engages Museums is coming to town in the near future.
  - Budget: get information in to Admin by November 15.

**UNFINISHED BUSINESS**

1. Sportsplex Fire Alarm Inspection: Adam Erickson has repaired the fire pulls and performed the inspection. There are a lot of items to be repaired. A quote will be provided for everything that requires repair.
2. Wolseley Landfill - Updates: Photos were provided to Council. Safety rail will be installed by Public Works as discussed previously.
3. Wolseley Cemetery: Majority of information is done; the structure of the Bylaw is being worked on.
4. Town Maintenance Shop Security: No further updates.
5. Water Street Bridge Replacement Project - Updates:

**477/18** KD/RQ to ratify moving forward with Hydraulic Assessment for the Water Street Bridge Replacement Project for a cost of \$15,500 plus applicable taxes.

**CARRIED**

**NEW BUSINESS**

1. Communities in Bloom 2018 Evaluation Form: A Horticultural meeting is scheduled in the upcoming week. Mayor GH will inform the group that the Town would support a competitive program in 2019.

2. Wolseley District Health Foundation Financial Statements for Year Ended Dec 31 2017:

**478/18** RQ/CM to accept financial report from Wolseley District Health Foundation as presented.

**CARRIED**

**COMMUNICATIONS**

1. Ron Kraushaar re: May 3, 2018 Fire Call Out: Acknowledgment letter will be sent with notation that Wolseley Volunteer Fire Department does not have the capabilities to do further investigations, and suggest contacting the Fire Commissioners office to investigate.

2. U & K Greenhouses re: 2019 Flower Basket Order Inquiry: Councillor JJM will verify the prices would be the same as 2018.

*Councillor JJM requests a recorded vote.*

*Parties Present: Mayor GH and Councillors TK, SS, KD, JJM, RQ and CM*

**479/18** JJM/TK to order flowers for baskets for 2019 from U & K Greenhouses for a cost up to \$2,200.00.

**UNANIMOUSLY CARRIED**

3. Ralph Ennis re: Cats: Council discusses issues surrounding feral cats within Town limits. Mayor GH suggests having discussions with stakeholders to find a viable solution to the problem.

4. Dwayne Thomson re: Request to Pay Deductible:

**480/18** KD/TK that the Town of Wolseley pay Dwayne Thomson's \$700.00 (seven hundred dollar) deductible for the incident regarding the tree branch hitting his 2002 Ford Pickup F350.

**DEFEATED**

5. R.M. of Wolseley, No. 155 re: Recreational Facilities Grant 2018: Council discusses and agrees to distribute the funds the same as the prior year.

**481/18** CM/KD to split the \$2,000.00 (two thousand dollar) Recreational Facilities Grant for 2018 from the Rural Municipality of Wolseley, No. 155 equally between the Wolseley & District Sportsplex, Wolseley Curling Club, Wolseley Golf Club and the Wolseley Ball Diamonds.

**CARRIED**

6. Wolseley Girls For A Cause re: Fundraising Requests:

**482/18** KD/CM that the Town of Wolseley assists by providing charitable receipts for monetary donations for the Prairie Girls Gala, happening April 6, 2019.

**CARRIED**

*Council discusses a motion to charge \$200.00 for the Town Hall/Opera House rental for the 2019 Prairie Girls Gala. However, a motion to amend the motion was passed as follows:*

**483/18** KD/RQ to amend the motion to charge full rent for the Town Hall/Opera House usage for the 2019 Prairie Girls Gala.

**CARRIED**

7. Indian Head RCMP Detachment re: Community Policing Report (Jul1-Sep30/18): For information purposes.

8. Saskatchewan Government and General Employees' Union re: Liquor Store Permits: For information purposes.

9. Newcomer Welcome Centre re: Information Session Opportunity: Council is not interested.

10. Beliveau Construction re: Wolseley Sportsplex Charitable Receipt Request:

484/18 SS/JJM that the Town of Wolseley issue a Charitable Receipt to Beliveau Construction totaling \$650.00 (six hundred fifty dollars) for work performed at the Wolseley Sportsplex.

**CARRIED**

11. Robert & Brenda Stringer re: Response to Dog Fines:

485/18 CM/JJM that accounts receivable invoice #2018-00335, issued to Robert and Brenda Stringer, be cancelled.

*Councillors RQ and KD abstained from voting.*

**CARRIED**

12. Offer to Purchase re: Wolseley Home Building Centre and Town of Wolseley:

486/18 CM/SS to accept the Commercial Contract of Purchase & Sale from Wolseley Home Building Centre for 606-610 Front Street with attached schedule outlining tax abatement agreement.

**CARRIED**

*Letters will be sent to neighboring properties to remove materials, bins, debris or any improvement thereon by December 30, 2018.*

**IN CAMERA**

487/18 SS/CM to go In Camera at 9:24PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following: 1) Staff Vacation Day Payout Request; and 2) Town Hall/Opera House Caretaker Contract Review (for 2019). Parties Present: Mayor GH; Councillors TK, SS, KD, JJM, RQ, CM; and Administrator CQ.

**CARRIED**

488/18 CM/RQ to go out of In Camera at 9:36PM.

**CARRIED**

1. Staff Vacation Day Payout Request:

489/18 CM/JJM to pay out a total of \$3,600.00 (thirty-six hundred dollars) worth of vacation days to Robert Schneider, as per schedule as presented.

**CARRIED**

2. Town Hall/Opera House Caretaker Contract Review (for 2019):

490/18 TK/RQ to offer contract renewal for Town Hall/Opera House Caretaker to Laurie Stringer at \$880.00/bi-weekly and extend contract from one year to two years, expiring December 31, 2020.

**CARRIED**

491/18 SS/JJM to implement written policy regarding Town contractor renewals.

**CARRIED**

**ANNOUNCEMENTS**

- Next Regular Meeting of Council - Wed Nov 21, 2018 at 7:00PM at the Council Chamber (610 Varennes Street);

**ADJOURNMENT**

492/18 JJM that the meeting be adjourned at 9:41PM.

**CARRIED**

*Gerald Hill*  
Mayor

*Candice Quintyn*  
Administrator