

**TOWN OF WOLSELEY  
MINUTES  
JANUARY 09, 2019**

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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 January 09, 2019 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 Stephen Scriver (SS)
Administrator Candice Quintyn (CQ)	

**ABSENT:**

Councillor Troy Kyle (TK)

**CALL TO ORDER**

A quorum being present, Mayor GH called the meeting to order at 6:57PM.

**AGENDA**

1/19 CM/JJM that the Agenda be adopted as amended. **CARRIED**

**MINUTES**

2/19 KD/RQ that the minutes of the Regular Meeting December 19, 2018 be approved as presented. **CARRIED**

**ACCOUNTS**

3/19 JJM/CM that cheque #'s 17090 to 17097 totaling \$9,788.74 be ratified. **CARRIED**

4/19 JJM/SS that cheque # 17098 to 17099 totaling \$1,500.00 be ratified. **CARRIED**

5/19 CM/RQ that cheque #'s 17100 to 17140 totaling \$120,294.51 be approved with the exception of cheque # 17138. **CARRIED**

*Councillor RQ declares a pecuniary interest and leaves the Council Chamber at 7:05PM.*

6/19 SS/KD that cheque # 17138 payable to Wolseley Service Ltd. totaling \$9.36 be approved. **CARRIED**

*Councillor RQ returns to the Council Chamber at 7:05PM.*

**REPORTS OF ADMINISTRATION**

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

7/19

CM/JJM that the Bank Reconciliation and notes for the period ended December 31, 2018 be approved as presented.

**CARRIED**

2. Utilities Update: The 2018 Q4 Utilities have been levied, with a deadline of January 31, 2019. Payments are coming in steadily. Administration will monitor accounts.

3. Accounts Receivable - Uncollectible Invoices: Administrator reviewed the Unpaid Accounts report in Accounts Receivable and provided Council with a report of outstanding accounts. The following accounts are outstanding by category:

➤ 2018 Pet Licenses/Notice of Violation	\$190
➤ Water Connection/Disconnection Fees	\$100
➤ Custom Work Invoices	\$105
➤ Fire Invoices	\$1,013
➤ Miscellaneous Accounts (i.e. Advertising [\$10], Permit [\$20])	\$30
➤ Sportsplex Caretaker	\$2,000

Administrator recommends writing off the 2018 Pet Licenses/Notice of Violation accounts (\$190), in addition to the Miscellaneous Account for Advertising (\$10), totaling \$200.00, as they are deemed uncollectible.

8/19

SS/KD that the following accounts receivable accounts be cancelled and deemed uncollectible: 2018 Pet Licenses/Notice of Violation \$190, and; Miscellaneous Account Advertising Fee \$10, totaling \$200 as uncollectible.

**CARRIED**

4. Swinging Bridge Painting: Administration revisits the Swinging Bridge Painting that is located in Vancouver, BC. Does Council still wish to pursue this endeavor of shipping the painting to Wolseley for a projected cost of approximately \$1,748.74 plus applicable taxes? Motion [431/18] of council was revisited to go ahead with the purchase.

5. Vacation Day Carry Forward Approval: The Auditors require a motion from Council to carry forward staff vacation days to 2019.

9/19

KD/CM that the following vacation days be carried forward to 2019 for the following employees:

<u>Employee</u>	<u>Days</u>
➤ Candice Quintyn	6.1875
➤ Angela Robertson	0.6875
➤ Robert Schneider	8.5000
➤ Mark Smith	9.5000
➤ Garth Domokos	8.0000
➤ Nicole Crumley	2.7500

**CARRIED**

**MAYOR AND COUNCILLORS FORUM**

**SS** - The Wolseley Community Players are planning to rerun the “Wolseley Goes to War” play in February 2019.

**KD** - Curling Club has a few bonspiels coming up. January 18 & 19 is the Club Spiel and the Ladies Spiel is the following week, January 26.

- Sportsplex Financials were presented. The Arena Board will have to look at doing some fundraising; the financials do not speak to the inventory part of it; currently, they are projecting a significant loss according to the cumulative report. There is a Board meeting scheduled for tomorrow night.

**JJM** - 2019 Postcards are ordered for the Tourist Booth. This year they will display the Town Hall/Opera House.

**RQ** - Fire Department has not been very active lately, other than rolling and drying hose due to the recent water breaks.

**CM** - Public Works: the decals were put on the grader for the Town;  
- Utilities: the water operators are regenerating the Water Treatment Plant filters; the water break on Richmond Street over the holidays was a saddle connection that rotted off the Courthouse service connection; Well #4 maintenance has been pushed back due to the water break repairs. The Foreman will be in touch with Municipal Utilities to reschedule the maintenance.

**GH** - The Wolseley Community Cats Committee (WCCC) is planning programs and will have a report to Council. Mayor GH seeks interested councillors who are willing to join the committee as a liaison between the committee and Council. Councillors JJM and SS have nominated themselves.

- Hometown Co-op withdrew their decision to attend tonight’s council meeting. It was expressed that they do intend to have some kind of meeting with community; just not sure what kind of form.
- Mayor GH suggests the Town should be working on advertising lots along Garnet Street and the need for Economic Development; come up with some ideas.
- Vacation and Leave Policy review, bring forth recommendations (if any).
- Tax Title Property: reminder to have the lands advertised for sale by sealed tender.
- Procurement Guide was obtained to use as a sample guideline and the Governance Committee will be working on this.

**UNFINISHED BUSINESS**

1. Sportsplex Fire Alarm Inspection: *Nothing to report.*
2. Wolseley Cemetery: *Nothing to report.*
3. Town Maintenance Shop Security: *Nothing to report.*

4. Water Street Bridge Replacement Project: A draft report was received from Jim Zacaruk, and was reviewed by councillors of the Water Street Bridge Committee. The committee recommends to Council that the best option would be to go with a single-span bridge rather than a culvert. A culvert option poses safety concerns in flooding situations. They recommend holding off on getting any detailed drawings, as the need for granting/financial support is in order before proceeding any further. In the meantime, Administration will search for applicable Infrastructure grant programs. A response to Jim Zacaruk will be made regarding this discussion.
5. Community Planning re: Referral of Subdivision T1015-18R: TABLED

### NEW BUSINESS

### COMMUNICATIONS

#### IN CAMERA

- 10/19** CM/SS to go In Camera at 7:40PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following: 1) SaskPower Inspection re: Town Hall/Opera House and Wolseley Sportsplex; and 2) Wolseley Sportsplex Keys. Parties Present: Mayor GH; Councillors SS, KD, JJM, RQ, CM; and Administrator CQ.
- CARRIED**
- 11/19** RQ/CM to go out of In Camera at 8:42PM.
- CARRIED**
- 1) SaskPower Inspection re: Town Hall/Opera House and Wolseley Sportsplex
- 12/19** GH/SS that the electrical contractor supply documentation that credentials are in place prior to remedying deficiencies as per SaskPower inspection report for the Town Hall/Opera House and the Wolseley Sportsplex.
- CARRIED**
- 13/19** GH/JJM that payment be withheld from an electrical contractor for an invoice dated December 31, 2018 for work completed at the Town Hall/Opera House totaling \$545.62 until the Town of Wolseley is supplied with valid credentials including evidence of insurance, valid contractor's license and Workers' Compensation Board clearance.
- CARRIED**
- 2) Wolseley Sportsplex Keys
- 14/19** CM/RQ that the locks at the Wolseley Sportsplex be re-keyed due to the loss of a key, at the expense of the contractor who lost the key, plus a \$50 (fifty dollar) administration fee.
- CARRIED**

**ANNOUNCEMENTS**

- Next Regular Meeting of Council - Wed Jan 23, 2019 at 7:00PM at the Council Chamber (610 Varennes Street).

**ADJOURNMENT**

15/19

JJM that the meeting be adjourned at 9:02PM.

**CARRIED**

*Gerald Hill*

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Mayor

*Candice Quintyn*

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Administrator