

**TOWN OF WOLSELEY
MINUTES
FEBRUARY 4, 2016**

A 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 February 4, 2016 at 7:00PM.

Present:

Councilor Ron Lyke	Councilor Gerald Hill
Councilor Troy Kyle	Councilor Randy Quintyn
Mayor Dennis Fjestad	Councilor Larry Hilderman
Administrator Candice Quintyn	

Absent:

Councilor Dan McKenna

CALL TO ORDER

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

AGENDA

28/16 HILDERMAN/KYLE that the agenda, with the additions of Administrators Report "PDAP Communications" and Correspondence "Denton Keating", be adopted as presented.

CARRIED

DELEGATION #1: TOWN FOREMAN REPORT - ROBERT SCHNEIDER

29/16 HILL/LYKE to hear Robert Schneider's Town Foreman Report at 7:01PM.

CARRIED

- Water Treatment Plant is good; Public Works had a surprise visit by the Environmental Protection Officer who checked chlorine levels in every corner of the Town - everything came back good;
- There was a Water Break on Sherbrooke Street North on Tuesday, February 2. Years ago, contractors typically did not backfill with clean product; consequently, a clay tile from a sewer line was found "jammed up" against the copper pipe on the service line at the 411 Sherbrooke Street residence which punctured a hole. A hydrovac was required to find where the break was. Town Foreman was not pleased with the contractor who came out to fix the break, but it is now fixed;
- Water Street Bridge abutment walls are in rough shape. Public Works will work on these to reinforce and prevent further eroding. The sewer line under the bridge pushes up in the winter, and in the summer it eases down and looks much better. Council and Foreman speculate whether the line is cement or clay pipe. Not sure if the line has ever had a camera down it. We will have to look at this in the near future. Town Foreman will do some pricing with Municipal Utilities to get a lift station and reroute the sewer main around the bridge, and bore under the creek. While we are line boring for sewer, it might be wise to think about running a second water line from Cairo Street up to the North end of Town (to Richmond) to have a second water line in case of an emergency.
- Will need money for these infrastructure projects, it won't be cheap. Looking at doing valves and curb stops a few times a year and eventually get them all done and upgraded.
- Public Works purchased some new sand from Inland Aggregate, which will work a whole lot better.
- Public Works Employees have been working hard at cleaning up the shop.

Robert Schneider leaves the Council Chamber at 7:19PM.

MINUTES

30/16 QUINTYN/LYKE that the minutes of the Regular Meeting January 20, 2016 be approved.

CARRIED

ACCOUNTS

31/16 HILL/HILDERMAN that cheque #'s 14190 to 14197 totaling \$8,354.87 be ratified.

CARRIED

32/16 LYKE/KYLE that cheque #'s 14198 to 14227 totaling \$28,984.35 be approved, with the exception of cheque #'s 14207 and 14226.

CARRIED

Councilor Hilderman declares a pecuniary interest and leaves the Council Chamber at 7:26PM.

33/16 LYKE/QUINTYN that cheque # 14207 payable to L. Hilderman Lumber Ltd. totaling \$729.08 be approved.

CARRIED

Councilor Hilderman returns to the Council Chamber at 7:26PM.

Councilor Quintyn declares a pecuniary interest and leaves the Council Chamber at 7:27PM.

34/16 HILL/KYLE that cheque # 14226 payable to Wolseley Service Ltd. totaling \$334.30 be approved.

CARRIED

Councilor Quintyn returns to the Council Chamber at 7:27PM.

COURTHOUSE ACCOUNT

No accounts for approval at this time.

ADMINISTRATOR'S REPORT

1. Bank Reconciliation - January 2016: Administrator provides council with January 2016 Bank Reconciliation and notes.

35/16 HILL/QUINTYN to approve January 2016 Bank Reconciliation as presented.

CARRIED

2. Lockett Wenman & Associates - Review: A representative from Lockett Wenman & Associates was in the Town Office January 25 doing a review on the PST for the Town to see what monies he could find. He took photocopies of pertinent information and was going to summarize his findings and send it to head office in British Columbia. Once there, they will send the Town a form to sign to present to the Saskatchewan Provincial Sales Tax department for a potential refund. No approximations were given on the amount we would be looking at.

3. PDAP Communication: The Town’s PDAP representative, Stacey Ostepchuk, communicated with the Administrator that there has been an oversight on their part. Golder had been submitting their invoices directly to PDAP for reimbursement, when they should’ve been forwarding their invoices to the Town once the design was completed and PDAP approval was given. This will be changed going forward, so we can expect to receive the Golder invoices to pay Golder and submit these to PDAP for reimbursement. I told Stacey this wouldn’t be an issue; however having said that, I would have to keep a close look on the physical bank balance to ensure payment can be made. If not, we may just have to keep doing as we have been doing with PDAP and request an “advance” on the amount while we hold the cheque payable to either Golder or Westridge at the Town Office. This approach was also fine with Stacey. Council has no concerns with this arrangement.
4. SUMA 2016 Review: SUMA was a good time; there were a lot of different discussions happening, the main one in Government Relations being the Conflict of Interest topic with the new legislation that was passed November 19, 2015. Administrator has the Council Procedures Bylaw drafted and will bring it forward for review at the next council meeting. Also, the Administrator did get some clarity with respect to the three (3) different statement of disclosure forms that all Councillors are required to sign, pursuant to legislation. These forms will also be available at the next council meeting. These are described below:
- Form 1 - Public Disclosure Statement
- This form is to be signed, dated and filed with the Administrator as soon as possible.
 - This form once filed with the Administrator, is a public document.
- Form 2 - Public Disclosure Annual Declaration
- Declare if there has been no material change since the last Public Disclosure Statement was filed, or if there has been changes since.
- Form 3 - Public Disclosure Statement Amendment
- This form to be filled out each time a member declares a conflict of interest in a meeting.

COMMITTEE REPORTS

- LYKE - Public Works: The Town Shop and Water Treatment Plant look very good. Councilor Lyke encourages other members of council to go take a look at the hard work the staff have been doing.
- There was a water break as Rob mentioned in the Town Foreman report. We weren’t very happy with the company this year; it was the same company we used last year.
 - Beach Area: There has been an area identified that we would like to clean out at the beach and replace with sand to make it look more appealing and swim-friendly. This area is from south of the pier to about the south side corner of the volleyball courts. It would be nice to deepen the area approximately 3 feet. We would need one track hoe and a tandem dump truck for the job. Councilor Lyke received quotes, and it would take approximately 8 hours at \$750/hour, totaling approximately \$6,000. This is a great opportunity to do this kind of work while the lake is drained. Councilor Quintyn noted that we will have to look into Water Security Agency to see if a permit is required to do such work. Administrator will check into this.

- Spillway: issues with installing silt fence, road into lot and contractors; in two weeks the silt fence will be reinstalled properly. Councilor Lyke has told them no point in planting grass at this time of the year, as it will all wash away in the spring runoff. If they are still considering planting grass, Golder will talk to them about putting some sort of matting on the bank where the dirt is to prevent washouts. They are working through some other disagreements.
- Ice Mitigation Posts: Council stands strong against the boom option Golder is recommending. We cannot do posts within the structure as it would have to go back into design which would affect the timeline of the project immensely. Looking into having posts about 3-4 meters away from the spillway. Rick from Westridge priced out how much this would cost to drill down 20 feet with an 18” bit, we would have 6-8” pipe, and fill the outside with concrete, and then the inside post. There would be approximately 20 posts that would cost around \$50,000.
- Guardrails for Richmond Street Bridge: Vanessa at Golder will get back to Ron on how the guardrails will be put back up. There was no plan for them to be reinstalled.
- Ungar is gone until February 22nd. Concrete will be done by the 17th, and by the 22nd they plan to start backfilling. Ron will talk to Golder about road abutment fill, we would rather see clay than gravel for fill.

KYLE - instead of doing the South Saskatchewan Vacation Guide advertisement, Troy is looking into doing signage. Marty Happy was contacted to quote two different options for the Tourist Booth; 1. a 4 x 8 sign “You Are Here” with Town landmarks; and 2. involve businesses and sponsor to help pay for larger sign.

- We can have 10 tabs for the Community Sign on the highway. It is full right now; however, the museum tab can be removed and replaced with a walking trail or hiking tab for \$55.00. There would have to be two of these to replace on each community entrance signs (East and West).
- The larger Community Attractions sign on the highway currently has two attractions, “Swinging Bridge” and “Town Hall/Opera House”. To add to this Community Attractions sign would be \$1,000/sign.

36/16

HILDERMAN/HILL to purchase two highway sign tabs for hiking/walking trail for approximately \$55.00/each to put at both Wolseley entrance signs.

CARRIED

- Courthouse: Ed got architect to do drawings for a west side entrance. Cost to do with was already part of the contract; now we have another entrance option.

HILL - Courthouse: Government seems to be at a stalemate; and therefore, we’ve gone ahead with Ed’s idea to get some pro-bono work done. There is an allowance within the contract for this sort of stuff that comes up. A quick floor plan was presented to Council for feedback, and to give it some thought. We will be getting some 3-D drawings to have a look at them as well. This will also have to be submitted for public consultation, as we did with the first round of drawings. Now we have two options to choose from, to be able to work with the Heritage Conservation Branch.

QUINTYN - working on the budget for the Fire Department. Canadian Pacific Railway sent quotes for crossing arms. We would be looking at \$700,000 for two, one at each crossing. This is way out of the Town's price limit, but now we know what we are up against.

HILDERMAN - nothing to report.

FJESTAD - SUMA Review: Brad Wall announced deficit budget this year; however, he is keeping with Revenue Sharing. It was a good convention; SUMA Board is good with handling individual towns and villages. SUMA passed a resolution to support energy east pipeline. Chantal Hébert encouraged municipalities to make a voice for the pipeline as municipalities have the most impact.

- Communities In Bloom sent Mayor Fjestad information for 2016 participation. It will cost about \$200.00 to enter if anyone is interested.
- Fleury Wagon Committee: no response back with the circumstances of the Fleury Bus from the community. Councilor Hilderman suggests doing a public consultation for feedback, perhaps a mail drop/newsletter, etc.
- Mayor Fjestad would like the Town to send a letter and put on the sign, a "congratulations" to Mr. Tim Taylor on receiving National recognition for one of Canada's forty exceptional principals.

NEW BUSINESS

1. DRAFT Beach Washrooms Contract Agreement: Administrator provided council with a copy for review of a Beach Washroom contract agreement if we decide to hire a caretaker for this facility. We will look at this again come budget.

OLD BUSINESS

1. Bylaw No. 1-2016 - The Utility Service Management Bylaw: The Bylaw has been advertised as it is being considered on February 17th. Looking to see if there is any public consultation. (*See below correspondence from Denton Keating*).
2. Joselyn Krenbrink-Linnell - Feral Cats: Council agrees that getting the feral cats out of the downtown core is best. Administrator was advised to respond to the Wolseley Pets lost and found group to encourage approaching the elevator staff and make sure they don't have a problem with the committee setting up an area by the elevators as a suitable location for cat shelters, considering the cats might help with the control of rodents.

CORRESPONDENCE

1. Armand and Sharon Fortin - Response to Letter regarding Cattle: Owners indicate this has been an ongoing matter, and to sell out in one year would be very costly. The cows are for sale, and the yearlings will be taken out in May and will not be returning. They indicate there will be a few animals this winter, but cannot give council a date for no cattle on the premises, although it will be soon. As the new zoning regulations for their property prohibit any livestock, the owners will be directed to no longer use this property for this purpose.
2. Workers' Compensation Board - Request Collection of Unpaid Assessments: The Town has been requested to add to the employers property tax roll, an amount outstanding to WCB, and to collect it on their behalf.

37/16

HILL/LYKE that the Town of Wolseley honor the request to add to the Property Tax Roll #554 000, \$44,991.45 owed to Workers’ Compensation Board from an employer, PLUS 5.0% of the said amount to be collected and retain that percentage for the municipal assessor services.

CARRIED

- 3. RCMP Indian Head Detachment - Mayor’s Report Nov25/15-Jan25/16:
This report is for information purposes only.
- 4. Edna Boehnert - COPY of letter to Scott Brown, ADM Heritage Conservation Branch: For information purposes.
- 5. Slater Tubman - COPY of letter to Scott Brown, ADM Heritage Conservation Branch: For information purposes.
- 6. Denton Keating - Opposition to Bylaw No. 1-2016 for Utility Service Management: Council acknowledges letter from Denton. A letter will be drafted to address Denton’s questions. Copies of this letter and a reply by council will be available at the Town Office.

IN CAMERA

DISCUSSION

- It was brought to the Town’s attention that Grower’s International Organic Sales elevator has a problem with rice weevil’s. In order to kill off these bugs, the temperature would have to be between -20°C and -15°C. Council expresses great concern and wants to see what we can do about it. Office staff will check into this.

ANNOUNCEMENTS

Next Regular Meeting of Council Wednesday February 17, 2016 at 7:00PM.

38/16

QUINTYN that the meeting be adjourned at 11:20PM.

CARRIED

Dennis Fjestad
Mayor

Candice Quintyn
Administrator