

**TOWN OF WOLSELEY  
MINUTES  
MARCH 16, 2016**

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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 March 16, 2016 at 7:00PM.

**Present:**

Councilor Ron Lyke	Councilor Gerald Hill
Councilor Troy Kyle	Councilor Randy Quintyn
Mayor Dennis Fjestad	Councilor Dan McKenna
Administrator Candice Quintyn	

**Absent:**

Councilor Larry Hilderman

**CALL TO ORDER**

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

**AGENDA**

**74/16** LYKE/QUINTYN that the agenda be adopted as presented.

**CARRIED**

**MINUTES**

**75/16** MCKENNA/KYLE that the minutes of the Regular Meeting March 2, 2016 be approved.

**CARRIED**

**ACCOUNTS**

**76/16** LYKE/HILL that cheque #'s 14299 to 14305 totaling \$7,543.61 be ratified.

**CARRIED**

**77/16** KYLE/QUINTYN that cheque #'s 14306 to 14325 totaling \$36,388.62 be approved, with the exception of cheque # 14312 payable to Erican in the amount of \$5,901.00.

**CARRIED**

**DELEGATION #1: ED ATTRIDGE & JURGEN HARTLOPER**

**78/16** QUINTYN/LYKE to hear Ed Attridge and Jurgen Hartloper at 7:10PM to review three entrance options for the Courthouse.

**CARRIED**

- Ed Attridge introduces three options to council. Ed recommends to council to choose the most suitable entrance, to pick what council feels is best for the building.
- Jurgen Hartloper (Square Root Architect) goes through each option with council and details the architecture of each option and provides pros and cons.
  - Option #1: Jurgen feels this is the most functional; there is more space for the library in the lower level; and more floor space or larger footprint for the upper level. It is the more costly option. We know Heritage Conservation Branch (HCB) will not approve this without conflict; and therefore this option would take the longest to get approval;
  - Option #2: Restructuring would be required in the lower level to accommodate the lift; and if council is looking for expediency, we know HCB will approve the west side entrance almost immediately.

- Option #3: This option has not crossed HCB desk; however, we know that HCB will not approve any changes for the entire south side.
- Architect’s two-part recommendation:
  - If council isn’t in a rush, Option #1 is the best option for functionality and using footprint wisely. Having the addition/porch protects everything from the outside elements; and
  - If council is looking for expediency, Option #2 is recommended, as we know HCB would approve a west-side entrance almost immediately.
- Courthouse committee recommendation:
  - Committee believes council should choose the most functional option that will work best for the building; we are not in a rush; and therefore, the courthouse committee’s recommendation is to go with Option #1.

**79/16** HILL/QUINTYN to move forward with Option #1, south entrance addition, for the Courthouse Revitalization Project.

**UNANIMOUSLY CARRIED**

**80/16** KYLE/LYKE to allow Renway Construction to proceed work as previously recorded for the Courthouse interior demolition.

**CARRIED**

**81/16** HILL/KYLE to reinstate annual contract payable \$5,000 per quarter for the Project Manager, Ed Attridge, for the Courthouse Revitalization Project.

**CARRIED**

Council expresses appreciation for Jurgen and Ed’s assistance thus far.

*Jurgen Hartloper and Ed Attridge leave the Council Chamber at 8:10PM.*

**ACCOUNTS...**

**82/16** LYKE/KYLE to approve the Statement of Financial Activities detailed for the period ending February 29, 2016.

**CARRIED**

**COURTHOUSE ACCOUNT**

*No accounts for approval at this time.*

**ADMINISTRATOR’S REPORT**

1. PST Self-Assessment and Reporting from Lockett Wenman & Associates: Administrator, with the assistance of the WorkEx student, are going through and doing a self-assessment on PST for years 2012, 2013, 2014 and 2015. Invoices will be copied and detailed on a series of schedules by year, and sent to Saskatchewan Finance in addition to the reporting from Lockett Wenman & Associates. Lockett Wenman & Associates found PST paid in error in the amount of \$5,748.96. This represents the PST amount that was charged by a vendor for sand, gravel and crushed/screened bases. Municipalities are not required to pay tax on these purchases. This amount is based on PST paid in error from years 2012 to and including 2015.
2. 2016 Budget Update: 2016 Budget is coming along. Administrator still needs a few schedules in to see where we are at, and what projects we are looking at doing for 2016. Please make notes for items/projects you are budgeting for so we can reference that at a later time.

3. Wolseley Motel and Highway Restaurant Water: Administrator provides council with an update and copy of the letter sent to the Wolseley Motel requesting them to keep the water valve on that heads towards the Highway Restaurant.
4. Harris' Boarding House Water: Shirley Harris visited the Town Office on Monday to ask if it was true that she could tie on to the existing water line for the boarding house that runs by the cemetery. She had heard we had talked about it at a recent meeting. I assured her that it wasn't talked about recently, and that the ball was left in her court as the Town needed to know what kind of service she required as the end use of the building had not yet been determined. Shirley mentioned that she has been in contact with Public Health Officials, and she does not require a sprinkler system. She also mentioned using a system with a holding tank. Administrator called and left a message with the Public Health Inspector for Wolseley area to see what information she could find out for council.

When Rob talked with Marc at Municipal Utilities, Marc recommended that the owner replace their ¾" service line with a 2" service line so that they have adequate pressure without interfering with other residents' pressure. If Harris' were required to install a sprinkler system, the 2" service line would not be sufficient, and she would then have to tie on to the main that is located quite a ways back and bring in a 4" service line from Banbury Place.

#### **COMMITTEE REPORTS**

QUINTYN - Fire Hall is all good. New fire hoses were ordered for approximately \$1,200.

- Hospital: Councilor Quintyn talked to an LPN at the hospital about how things were going. LPN said it is going as good as it could. No talk of the clinic moving to the basement. Sounds like Dr. Don may be burning out. Perhaps we could suggest that RQHR look for a third doctor for relief. Wolseley still has a Nurse Practitioner (NP) but isn't on call. NP is willing to take an on-call position to give relief to the Doctors. Locums are brought in for holiday relief. Councilor Quintyn will ask for clarification on how Doctors are working out, see if NP is able to go on-call to relieve doctors. We should try and find, or at least inquire about relief.

MCKENNA - Brian is coming Friday or Saturday to shut down plants for the Curling Rink and the Sportsplex. Both facilities have a small leak. Sportsplex did not have a good financial year, but will get a report in as soon as statements are done.

LYKE - Public Works tried cleaning sand off of Garnet Street (by Dr. Isman) where it was sand sealed. Canadian Paving will be down to check it out if it needs more work.

- Spillway: PFRA dam started coming over this morning. Going to take a while to come to Town; Water Security was down performing a fish salvage today; Cofferdam is planned to come out next week; ice posts are expected to be in Thursday/Friday. PDAP has confirmed expenses will be covered at 100% up to \$50,000; there was one night last week where the contractors had to work through the night as the weather was not cooperating. Complaints came in from surrounding residents. Two households were made aware, but the other two were overlooked, as they didn't receive even a phone call; other complaints regarding garage and basement damage came in; back alley the contractors are using was really muddy that a resident could not access without the possibility of getting stuck. This was fixed up.

KYLE - Administrator to look into QR codes to see if we can make one for the Wolseley website for the Tourist Booth sign.

- Living Skies Regional website is in the works. Lots of communities are showcased; very good thing for tourism.
- Looking at getting quotes from company in Regina for Tourism signs.

HILL - Assessment forms for Administrator will be brought forward for the next meeting.

FJESTAD - So far, there are twenty-two (22) responses from the Fleury Bus feedback form. Continues until April 1 - so far, five individuals have put their names forward for driving. Council also reviewed the letter from Roger Tabin.

- Mayor Fjestad asked Councilor McKenna if a better time or date would work better for him to attend council meetings. Councilor McKenna doesn't mind, will try best to get to council meetings. Starting in April he will have Wednesdays off.
- Mayor Fjestad reminds those who haven't filled out their Public Disclosure forms and submitted them, to please do so as soon as practicable.

### **NEW BUSINESS**

#### **OLD BUSINESS**

1. Bylaw No. 3-2016 - Council Procedures Bylaw:

**83/16**

HILL/LYKE to read Bylaw No. 3-2016, the procedures bylaw, a second time.

**CARRIED**

2. R.M. of Wolseley No. 155 (COPY) - Wolseley Hospital Trust Fund:

**84/16**

QUINTYN/LYKE to appoint Denton Keating as the interim representative for the purpose of moving forward to establish a new board for the Wolseley Hospital Trust Fund.

**CARRIED**

- Council requests Administration to write a letter to Mr. Keating advising of the appointment and cc the RM; also, to check if Denton is available to attend the next regular council meeting (April 6) to discuss the Wolseley Hospital Trust Fund.

### **CORRESPONDENCE**

1. Sewer Cleaning Invoice #2016-00151 Dispute - Denton Keating:  
Administrator recommends writing invoice off to uncollectable.

**85/16**

LYKE/QUINTYN to cancel invoice #2016-00151 totaling \$75.00, as it is uncollectable.

**CARRIED**

- Council reconsiders the following:

**86/16**

HILL/LYKE to remove invoice #2014-00313 totaling \$75.00 from Tax Roll #64 000.

**CARRIED**

2. Zoe Tittle - Tourist Booth Inquiry:

87/16

KYLE/MCKENNA to hire Zoe Tittle at \$12.40 per hour for the position of Tourist Booth Attendant, on the conditions that the Town receive a copy of Zoe's thesis and any recommendations she has for improvements.

**CARRIED**

3. RCMP Occurrence Report - Jan 26 to Feb 29: For information purposes.

4. Bylaw Enforcement Report & Photos - Feb 9: For information purposes.

5. Slater Tubman (COPY) - Courthouse Building: For information purposes.

**IN CAMERA**

88/16

KYLE/QUINTYN to go In Camera at 10:05PM to discuss long-range or strategic planning regarding the Wolseley & District Care Home Project Inc. Present: Mayor Fjestad, Councilors Quintyn, McKenna, Lyke, Kyle, Hill and Administrator Quintyn.

**CARRIED**

89/16

QUINTYN/KYLE to go out of In Camera at 10:35PM.

**CARRIED**

90/16

HILL/LYKE that Councilors Hill and Quintyn meet with representatives from the Wolseley & District Care Home Project for further clarification for building proposal.

**CARRIED**

*Councilor McKenna leaves the Council Chamber at 10:36PM.*

**DISCUSSION**

**ANNOUNCEMENTS**

Next Regular Meeting of Council - Wednesday April 6, 2016 at 7:00PM.

91/16

KYLE that the meeting be adjourned at 10:37PM.

**CARRIED**

Dennis Fjestad  
Mayor

Candice Quintyn  
Administrator