

**TOWN OF WOLSELEY  
MINUTES  
APRIL 6, 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 April 6, 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 7:03PM.

**AGENDA**

**92/16** QUINTYN/HILDERMAN that the agenda be adopted, with the additions as follows: Committee Reports - Fleury Wagon Feedback Responses; New Business - Golder Associates Change Order #3; Discussion - BK Hotel Inc. Letter of Support and RCMP Hub Meeting.

**CARRIED**

**MINUTES**

**93/16** KYLE/LYKE that the minutes of the Regular Meeting March 16, 2016 be approved.

**CARRIED**

**DELEGATION #1: ROBERT SCHNEIDER, TOWN FOREMAN REPORT**

**94/16** LYKE/QUINTYN to hear Robert Schneider's Town Foreman Report at 7:06pm.

**CARRIED**

- Water Treatment Plant is working alright. Check valve had to be replaced;
- Issues with sewer line on Water Street. It was investigated that Lakeside Nursing Home uses their garburator quite often, which would be the main reason why we are having issues. Public Works called Acme Environmental out to flush the lines. Every 4 years Municipal Utilities cleans the lines, and this year is the year for that area of Town. Public Works is putting Actizyme products down into the manhole to break down the sludge;
- Public Works is getting the equipment ready for spring and summer;
- The Sand sealing crew is still planning to come down to check out the two areas they did last fall;
- Mobile Paving has given quotes for paving Poplar Street;
- Well #5 blew a flange off, and water was in the building. It's a good thing there are monitors in there that tell what is going on. Flange is now replaced;
- Right now, Public Works is waiting for a singer valve for the Water Treatment Plant distribution pump;
- As for seasonal workers, we would likely be looking to start around May.

*Robert Schneider leaves the Council Chamber at 7:23PM.*

**DELEGATION #2: DENTON KEATING (WOLSELEY HOSPITAL TRUST FUND) & R.M. OF WOLSELEY NO. 155 DELEGATES**

95/16

QUINTYN/LYKE to hear Denton Keating from Wolseley Hospital Trust Fund committee and the RM of Wolseley delegates at 7:24PM.

**CARRIED**

Present: Denton Keating - Wolseley Hospital Trust Fund

Richard Norwig - R.M. of Wolseley No. 155

Brock Linnell - R.M. of Wolseley No. 155

Bev Kenny - R.M. of Wolseley No. 155

- Denton starts out by noting all trustees agreed to let their names stand in the interim;
- How do we handle the governing of the trust? Both municipalities will govern the monies; trustees will be appointed by the two councils. A Declaration of Trust will have to be approved and filed with Revenue Canada. The Wolseley Hospital Trust Fund can have a minimum of two (2) and a maximum of four (4) trustees;
- Denton outlines how the trustees are to administrate the trust; it is well defined how the money is to be used;
- It is suggested that a per diem be paid to the trustees administrating the fund, as well, it is recommended that the full councils of the Town and RM meet and review to establish the trust. When all is in place, the public can then be informed that the trust is open for donations;
- As for the next steps, Denton is meeting with the lawyers within the next two weeks to get draft one complete for the trustees to review and then have the councils review and approve, and once all is settled, then Denton will go back to the lawyers to finalize the draft;
- Councilor Hilderman recommends the committee to recommend a compensation plan, because the trustees should be paid.

*Denton Keating and the R.M. of Wolseley leave at 8:25PM.*

**ACCOUNTS**

96/16

KYLE/HILL that cheque #'s 14326 to 14332 totaling \$7,627.16 be ratified.

**CARRIED**

97/16

HILL/LYKE that cheque #'s 14333 to 14376 totaling \$387,697.63 be approved, with the exception of cheque #'s 14349, 14368, 14374.

**CARRIED**

*Councilor Hilderman declares a pecuniary interest and leaves the Council Chamber at 8:38PM.*

98/16

LYKE/QUINTYN that cheque # 14349 payable to L. Hilderman Lumber Ltd. totaling \$252.65 be approved.

**CARRIED**

*Councilor Hilderman returns to the Council Chamber at 8:38PM.*

99/16

QUINTYN/LYKE that cheque # 14368 payable to the Wolseley & District Sportsplex totaling \$2,789.85 be tabled until further clarification is given from Dan McKenna.

**CARRIED**

*Councilor Quintyn declares a pecuniary interest and leaves the Council Chamber at 8:45PM.*

- 100/16** HILDERMAN/HILL that cheque # 14374 payable to Wolseley Service Ltd. totaling \$37.30 be approved.

**CARRIED**

*Councilor Quintyn returns to the Council Chamber at 8:45PM.*

**COURTHOUSE ACCOUNT**

*No accounts for approval at this time.*

**ADMINISTRATOR'S REPORT**

1. March Bank Reconciliation: Administrator prepared March 2016 Bank Reconciliation and notes for Council review.

- 101/16** QUINTYN/HILL to approve Bank Reconciliation as presented for the period ending March 31, 2016.

**CARRIED**

2. GST & PST Updates: The Town's 2015 Annual GST Rebate was disallowed as it was not the correct claim/reporting period. Therefore, sometime in 2015 the Town's claim/reporting period changed from Annual to Quarterly - which is what we wanted. Therefore, Administrator has been in contact with the Auditors and prepared four reports (one for each quarter) for 2015 and sent it in to CRA on March 31<sup>st</sup>. We can expect to receive \$65,026.83 for GST.

The Ministry of Finance is reviewing the Town's report (from Lockett Wenman) for PST paid in error, along with the Self-Assessed reporting the Administrator completed for years 2012-15 inclusive. SaskFinance called and noted that one vendor (Acti-Zyme) was found to be registered with SaskFinance and therefore does not have to be included in the self-assessment. As a result, the net amount we are expecting to receive from Ministry of Finance is approximately \$3,620.77.

3. 2016 Budget Update: Administrator and Councilor Hill met the afternoon of Thursday, March 31 to discuss and go over the budget. Administrator provided council with Draft 1. Council tentatively schedules April 11 at 7:00PM for a budget meeting.
4. Tourist Booth Enquiry Update: Zoe Tittle has accepted the position of Tourist Booth Attendant for this summer and will provide her thesis paper once it's completed and any recommendations for Tourism Wolseley. Administrator recommends starting up May long weekend and have it open during the week with two days off in a row, as done in previous years. The Town will have to approach both Wolf Creek Seniors' group and the Wolseley Artisans to see if they are interested in volunteering once again this year.
5. Election Workshop - Regina: Ministry of Government Relations (Advisory Services) in cooperation with UMAAS and RMAA has scheduled a series of workshops dealing with the upcoming local government general election. As this 2016 election is the first for Town of Wolseley Administrator, it is most beneficial to attend. Registration costs \$89.25 per participant, including lunch. Candice and Rose Zimmer (RM of Wolseley) have corresponded and Rose is also interested in attending, and therefore we would split the costs of travel to and from Regina. Election Workshop is June 2<sup>nd</sup> at the Travelodge Hotel.

102/16

LYKE/HILDERMAN that Administrator Candice Quintyn attend the June 2<sup>nd</sup> Local Government Election Workshop in Regina for a registration fee of \$89.25.

**CARRIED**

6. General Admin Update: Administrator will be away April 12 to and including April 15, planning to return April 18. Administrator is in the process of doing policy reviews for outdated policies and bylaw updates (i.e. Waste Bylaw).

**COMMITTEE REPORTS**

HILL - Employee Review for Administrator was handed out to all councilors. Councilor Hill asks they be returned to him for the next regular meeting so it can be presented for the first meeting in May;

- Interior demolition is continuing at the Courthouse;
- Assistant Administrator has been thinking about winding down a little bit, and looking at working 3-days per week. We will have to look at bringing in another individual to train. We will have a discussion with Assistant to discuss further.

KYLE - Councilor Kyle presents a concept drawing of the Tourist Booth sign prepared by Happy Ad - this is just something to think about.

- Wonders if the Town should send a letter to Nicor Developments regarding their unfinished building, and remind them of the Tax Abatement that was agreed for 5-years. Council is not pleased that this building remains incomplete and they may consider removing this tax abatement.

103/16

HILL/LYKE that the Town of Wolseley address Ross Keith regarding the Perley Building and the lack of fulfilling completed exterior renovations; the Town considering removing the Tax Abatement that is currently in place.

**CARRIED**

LYKE - Richmond Street Bridge will be completed by the end of this week, and opened.

- Spillway: no water coming over just yet.
- Beach: silt fence has been removed at the beach area in preparation for the higher waters. We didn't want this fence to be a hazard in the summer if it were left in place.
- Landfill: Leighton Baran is doing a good job. We will start summer hours this coming Wednesday, April 13.
- Borrow Pit at Launie Rein's: clean dirt was supposed to be hauled out, but instead rock, and boards were mixed into the dirt. This will be cleaned up. Launie Rein has "Donated In-Kind" all dirt/clay for the Spillway Project. Council expresses thanks to both Launie Rein and Brian Langlois for supplying clay fill for the project.
- Old Dump Road: looking at doing some repairs at the culvert on the old dump road where the water goes into Launie's.

HILDERMAN - Cemetery: there are weeds around some shrubs that have been cut back, and wondering if Public Works can spray these at the base so they don't come back in the spring. Rob can talk to Larry on this.

QUINTYN - Councilor Quintyn hasn't touched base with Maggie Petrychyn just yet. A call from one of the nurses noted that they have concerns about one of the doctors burning out. Councilor Quintyn will touch base and see what is going on.

FJESTAD - Jubilee Court Statement/Budget - there are eight people on the waiting list. Small units are \$500/month and Large Units are \$600/month.

- Splash Park has about \$82,000 in the bank; the committee has commitments from two organizations totaling \$15,000. Beach Development Committee is going to send out enquiry letters to individuals for managing the project; the letter will go to people who may have some interest.
- Fleury Bus Feedback form responses: the Mayor counted 34 responses and nine have shown interest in volunteering for being on the board.

### **NEW BUSINESS**

1. Commissionaires South Saskatchewan - Contract Renewal Proposal:

**104/16** HILDERMAN/LYKE that the Town of Wolseley contract Commissionaires South Saskatchewan for Bylaw Enforcement for 2016-17 for \$5,602.80.

**CARRIED**

2. Golder Associates - Change Order #2 (Topsoil Hauling) for Review and Approval:

**105/16** LYKE/HILL to approve Golder Associates Change Order #2 for Topsoil Hauling at the additional cost of \$17,488.79.

**CARRIED**

3. Golder Associates - Change Order #3 (Additional Borrow Pit Mobilization) for Review and Approval:

**106/16** LYKE/QUINTYN to approve Golder Associates Change Order #3 for Additional Borrow Pit Mobilization at the additional cost of \$8,868.75.

**CARRIED**

### **OLD BUSINESS**

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

**107/16** HILDERMAN/QUINTYN to read Bylaw No. 3-2016, the procedures bylaw, a third and final time.

**CARRIED**

2. Harris' Boarding House Update: For information purposes: Gary and Shirley Harris still require a building inspector to review the building to see if they require a sprinkler system or not. If they don't, the option to remove the current ¾" line and replace with a 2" line will be sufficient. That being said, the Town still needs to know what the end use of the building is in order to supply the buildings with adequate water and pressure. The public health official has been in contact with her and they do not have completed plans. If Gary and Shirley are putting in a commercial kitchen, they will require a fire suppression system to be installed.

### **CORRESPONDENCE**

1. Sherbrooke Street Home Owners - Sherbrooke Street Road and Sidewalk Improvements: Council discusses the shape of the streets in town and the need to look at priority streets. Council directs Administrator to reply to the group, thanking them for bringing it to council's attention, and that the town will take this street under consideration.
2. Golder Associates (COPY) - Environmental Compliance Issues: For Information Purposes.

3. Canadian Pacific Railway - Declaration of Rail Safety Week:

**108/16** HILDERMAN/HILL to declare April 25 to May 1, 2016 as Rail Safety Week.  
**CARRIED**

4. Robert & Kimberley Taylor - Sewer Line and Snow Removal Concerns:  
Council directs Administrator to respond.5. Vance Weber - Dam Days Request to Use Sportsplex:

**109/16** HILDERMAN/LYKE to allow the Dam Days Committee use of the Wolseley & District Sportsplex to host a fundraising cabaret for July 2<sup>nd</sup>, 2016.  
**CARRIED**

6. Randy Nyiri - Campground Assessment: Council directs administration to reply that the Town will not give a reimbursement for taxes that have been previously assessed.**IN CAMERA****DISCUSSION**

1. Town of Wolseley Baler - Offer for Sale: What would our baler be worth? Council notes to contact Loraas first, as they said before they are willing to help us get rid of it when the time comes.
2. Landfill Site - Change Hours to Summer: See Committee Reports - changed, effective Wed Apr 13.
3. Parking on Poplar Street: Councilor Kyle had noted there has been a white car parking on the street that doesn't allow for much room when two vehicles are passing. Administrator says this individual has been contacted a number of times, but since has recently moved away.
4. BK Hotel Inc. - Letter of Support:

**110/16** HILDERMAN/KYLE to send letter of support to Saskatchewan Liquor and Gaming Authority supporting BK Hotel Inc. to have minors present for the restaurant.  
**CARRIED**

5. RCMP Hub Meeting: Cpl. Derek Friesen contacted the Town and is arranging a Hub Meeting with surrounding communities, rather than having RCMP personnel go to each community and speak on the same terms. The Hub Meeting takes place April 27, 2016 at 7:00PM at the Memorial Hall in Indian Head. Council shows interest in attending this, and therefore does not require Derek Friesen to attend the next Council Meeting, April 20 as was scheduled.

**ANNOUNCEMENTS**

- Budget Meeting - Monday, April 11, 2016.
- Next Regular Meeting of Council - Wednesday April 20, 2016 at 7:00PM.  
Delegation Larry Tittle - RQHR Health Promotion. *Council requests presence of Maggie Petrychyn to attend as well.*

**111/16** KYLE that the meeting be adjourned at 12:02AM.  
**CARRIED**

Dennis Fjestad  
Mayor

Candice Quintyn  
Administrator