

**TOWN OF WOLSELEY
MINUTES
AUGUST 3, 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 August 3, 2016 at 7:00PM.

Present:

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

Absent:

CALL TO ORDER

A quorum being present, Mayor Dennis Fjestad called the meeting to order at 7:05PM.

AGENDA

238/16

QUINTYN/KYLE that the agenda be adopted as presented, with the additions of: Committee Reports - Hospital Update, Courthouse Tenders (Interior Structural Repair Project and Foundation Repair and Weep Tile Installation Project); and New Business - Landfill Compliance Inspection Report.

CARRIED

DELEGATION #1: ROBERT SCHNEIDER, FOREMAN REPORT

239/16

QUINTYN/HILL to hear Robert Schneider present the Foreman Report at 7:06PM.

CARRIED

- Water Treatment Plant is working great. A human error occurred about mid-July where a switch was accidentally left on manual, which put the iron levels higher than normal as the plant ran throughout the night. The Wells were switched over and all levels are back to normal. Perhaps we could talk to K-West and see if they can install an alarm to alert if switch to manual has been on too long.
- Sidewalk repairs are coming along nicely. Planning to do some areas on the south side as well.
- Mobile Paving is behind on paving due to rain. They will be here soon.
- Foreman talked with ACME Environmental to do a sleeve on the sewer line by Lakeside Nursing Home. About 27 meters is required to repair the line, so the exposed aggregate is covered.
- Wolseley High School student parking area is actually Town property. This area is always such a bog, and we have been trying to level it out. Perhaps we could get some ballast in there.
- The Cemetery is all cleaned up with a couple funerals happening this week.
- Landfill Compliance Inspection Report: Environmental Project Officer (EPO) does not like yard debris in plastic bags, need to look at biodegradable bags/paper bags for yard debris; we cannot have any standing water in the pits; Town needs to notify Ministry of Environment (MOE) when digging pits; concrete and shingles at the landfill shouldn't be their final destination as they can be recycled just like metal, and no burn barrel ashes can be accepted.
- Faded Street/Road signs around town have been replaced.
- Hoping the dust control lasts a little longer.
- Massey Tractor is in for repairs, estimated costs will be around \$3,000.

Robert Schneider leaves the Council Chamber at 7:36PM.

MINUTES

240/16 HILL/LYKE that the minutes of the Regular Meeting July 20, 2016 be approved.

CARRIED

ACCOUNTS

241/16 LYKE/KYLE that cheque #'s 14656 to 14665 totaling \$10,626.46 be ratified.

CARRIED

242/16 HILL/QUINTYN that cheque #'s 14666 to 14708 totaling \$354,014.56 be approved with the exception of cheque #'s 14679, 14685, 14704, and 14706.

CARRIED

Councilor Hilderman declares a pecuniary interest and leaves the Council Chamber at 7:55PM.

243/16 MCKENNA/QUINTYN that cheque # 14679 payable to L. Hilderman Lumber Ltd. totaling \$1,085.91 be approved.

CARRIED

Councilor Hilderman returns to the Council Chamber at 7:56PM.

Councilor Kyle declares a pecuniary interest and leaves the Council Chamber at 7:56PM.

244/16 LYKE/QUINTYN that cheque # 14685 payable to Carly Kyle totaling \$465.00 be approved.

CARRIED

Councilor Kyle returns to the Council Chamber at 7:58PM

Pending approval for cheque #14704 payable to Westridge Construction totaling \$229,037.77 - tabled until further clarification is received.

Councilor Quintyn declares a pecuniary interest and leaves the Council Chamber at 7:58PM

245/16 HILDERMAN/HILL that cheque # 14706 payable to Wolseley Service Ltd. totaling \$261.89 be approved.

CARRIED

Councilor Quintyn returns to the Council Chamber at 7:58PM.

COURTHOUSE ACCOUNT

No Accounts for approval at this time.

ADMINISTRATOR'S REPORT

1. July Bank Reconciliation: Administrator prepared and presented council with Bank Reconciliation for the period ending July 31, 2016.

246/16 LYKE/QUINTYN that the Bank Reconciliation for the period ending July 31, 2016 be approved as presented.

CARRIED

2. TAXervice Updates: The six-month period following the registration of the tax liens have now expired. *The Tax Enforcement Act* provides that Council may, by resolution, authorize proceedings for any title. TAXervice recommends continuing with proceedings against all properties to maintain an even hand among all owners with arrears.

247/16

HILDERMAN/HILL that TAXervice be authorized under s22(1) of The Tax Enforcement Act to commence proceedings to request title to the following described lands:

188 000	Lot 9 Blk/Par 14 Plan 96R39502 Ext 0	131653199
211 000	Lot 8 Blk/Par 16 Plan 35900 Ext 0	142170601
	Lot 9 Blk/Par 16 Plan 35900 Ext 0	142170623
	Lot 10 Blk/Par 16 Plan 35900 Ext 0	142170678
234 000	Lot 2 Blk/Par 18 Plan 35900 Ext 0	131613476
264 000	Lot 2 Blk/Par 23 Plan 35900 Ext 0	136407966
332 100	Lot 10 Blk/Par 35 Plan G5647 Ext 0	146509005
455 000	Lot 22 Blk/Par 9 Plan D5439 Ext 0	144046571
	Lot 29 Blk/Par 9 Plan 101413583 Ext 64	144046582
457 000	Lot 4 Blk/Par 12 Plan 101413088 Ext 67	109143761
479 000	Lot 1 Blk/Par 1 Plan D15 Ext 0	145957821
	Lot 2 Blk/Par 2 Plan D15 Ext 0	145957955
	Lot 3 Blk/Par 2 Plan D15 Ext 0	145957966
631 000	Lot 2 Blk/Par 12 Plan D5439 Ext 0	135804348
632 000	Lot 3 Blk/Par 12 Plan D5439 Ext 66	109143750

CARRIED

3. Employee Review Procedure - Town Foreman: Council was provided Employee Review Procedure forms for Foreman, Robert Schneider. This will have to be completed and returned to the Administrator on or prior to the next Regular Meeting, August 17.
4. Utilities Update: Administrator did some investigating with other surrounding communities with respect to how they handle utilities. The following was discovered:
 - Indian Head - Keep Utilities in the Owner’s name, refund of Meter Deposit is given;
 - Whitewood - Keep Utilities in the Owner’s name, refund of Meter Deposit is given;
 - Grenfell - Allows Renters on the Utility, but have a policy in place that Owner receives a copy of all bills. Will refund Meter Deposit if over \$5
 - Carlyle - Allows Renters on the Utility, but have an agreement signed with the Owner that they are solely responsible for any amounts left outstanding by the renter and they check-off whether they wish to receive a copy of all the Renter’s utility bills. They do not charge for Meter Deposits.

Administrator will investigate further before providing a solid recommendation to council.

248/16

HILDERMAN/QUINTYN that utilities be kept in the property owner’s name for rental properties, effective for the 3rd Quarter of 2016 Utility Billings; and that an amendment be made to the Utility Service Management Bylaw to this effect.

CARRIED

5. In Camera Session: Assistant Administrator Application Reviews and Department of Justice.

249/16 HILL/LYKE to go In Camera at 8:15PM pursuant to Sections 13 and 16 of *The Local Authority Freedom of Information and Protection of Privacy Act*. Parties present: Mayor Dennis Fjestad, Councilors' Randy Quintyn, Larry Hilderman, Daniel McKenna, Ron Lyke, Troy Kyle, Gerald Hill, and Administrator Candice Quintyn.

CARRIED

250/16 KYLE/MCKENNA to go out of In Camera at 8:40PM.

CARRIED

Councilor Quintyn leaves the Council Chamber at 8:40PM.

251/16 HILL/KYLE to accept short-listed applicants and conduct interviews for the Assistant Administrator position.

CARRIED

Councilor Quintyn returns to the Council Chamber at 8:46PM.

252/16 HILL/MCKENNA that the Town of Wolseley contact the Town's solicitor as how best to proceed with the Taylor Land Purchase, legally described as Lot 18, Blk/Par 4, Plan L3449, Extension 0.

CARRIED

COMMITTEE REPORTS

QUINTYN - Hospital Update: Nurse Practitioner (NP) rumors that she left, this is not the case, as she is just absent with a work-related injury. NP is still unable to cover for the two doctors in Wolseley. Further to this, it was found that her position is not included in the RQHR budget, so her work causes a deficit. Councilor Quintyn will investigate further in order to rectify the issue.

- Fire Department: the Fire Siren was tested and is working. There may be another test during the next Fire Meeting, depending if there is anything going on at the Town Hall/Opera House.
- Point of interest: while traveling, Councilor Quintyn stopped at the Saskatchewan/Manitoba border Tourism Rest Stop and suggested we should have pamphlets there advertising for Wolseley.

HILDERMAN - Basketball/Tennis Courts: Councilor Hilderman puts forward that the onus is on the Town to maintain the Basketball/Tennis Court area. Administrator will contact Lyle Stecyk at Prairie Valley School Division to inquire further.

MCKENNA - Reminder about the Scrap Tire Recycling program deadline is approaching (August 7).

- Golf Club: Golf Tournament was held July 30 in honor of Darren Gatrell. It was tough to get a crowd out on a long weekend. Gatrell family was in attendance and it turned out ok. The Club will be hosting a Night Golf on August 20th - watch for posters.

LYKE - Spillway: There is a product that can be used to stop the stop logs from leaking, but it is typically used in wells, so it may not work as planned. The Town may have to drain the lake down in the fall (perhaps mid-October) to pull out the logs to seal them properly.

- We will have to look into getting biodegradable bags for the yard debris pickups. The Town should consider putting this in the next newsletter as well as the maintenance and care of boulevards being the responsibility of the land owner adjacent.

- A resident has grass clipping piles close to a storm drain. Council has concerns for these piles of grass getting into the storm drain and clogging. Administrator is directed to send a letter to the resident.

KYLE - Tourist Booth sign is started. Council suggests to add the two Lions' Club parks and Catholic Cemetery to the map.

HILL - Courthouse Tenders:

1. Interior Structural Repair Project

253/16 HILL/KYLE to award Interior Structural Repair Project Tender for the Wolseley Courthouse to Renway Construction for \$24,097.50.

CARRIED

2. Foundation Repair and Weep Tile Installation Project

254/16 HILL/KYLE to award Foundation Repair and Weep Tile Installation Project Tender for the Wolseley Courthouse to Renway Construction for \$88,845.75.

CARRIED

- Courthouse construction drawings are about one-month from being completed before we receive them. Next steps are the completion for the above two projects, then work on the granting for the windows. Councilor Hill and Project Manager Ed Attridge met with Deputy Minister Lin Gallagher and Chief of Staff to discuss the impasse with the Courthouse. Meeting was well received and the South entrance is back on the table for discussion. The Town will have to compromise by allowing for a more distinct exterior fit and finish of the building. Overall, Gerald and Ed were very pleased with the results from the meeting.
- Adair Creek Spillway Dedication Ceremony: a letter will be sent from the Town Office regarding October 12 or October 19 as an alternate date to inviting the Premier to the community to see the completed Spillway. If these dates are not suitable, we will have to look at in the spring.

FJESTAD - There will be a Fleury Bus Meeting on August 15th.

- Splash Park: screw piles are in; Councilor Hilderman adds that the retaining wall is starting tomorrow, and Joel Beliveau will be starting the deck right away.

NEW BUSINESS

1. Bylaw Enforcement Reports: Council was presented with the reports from July 13 and 21. Administrator noted the Bylaw Officer will be starting to make afternoon visits, or visits later in the morning rather than first thing.
2. Application for Permit to Move a Building (Michael Dahlman Trailer - 214 Oak Street): Council was presented with the Permit Application for the proposed move of the trailer from 214 Oak Street to Summerberry, SK.

255/16 QUINTYN/HILDERMAN to approve Application for Permit to Move the trailer from 214 Oak Street to Summerberry, SK as proposed.

CARRIED

- 256/16 3. Subdivision Application - Bright Pebane:
QUINTYN/LYKE to approve subdivision application for Bright Pebane as proposed.

MOTION WITHDRAWN

- Council recommends Administration get in contact with Dr. Bright Pebane to seek clarification and explain there are no existing services on Cedar Street, as proposed on the Application to Subdivide Land. Discussion TABLED until further clarification is received.

OLD BUSINESS

CORRESPONDENCE

1. R.M. of Wolseley, No. 155 - Health Foundation Memo: Foundation motion amendment.
- 257/16 QUINTYN/LYKE to amend motion 236/16 to state the following: to be eligible to serve as a Trustee of the Foundation, an individual must be a resident and qualified voter of the Town of Wolseley or a qualified voter of the Rural Municipality of Wolseley, No. 155, or any successor(s) thereof. The Town Council of the Town of Wolseley district and the Council of the Rural Municipality of Wolseley, No. 155 shall appoint all eligible persons to serve as a Trustee of the Foundation at the pleasure of such Council.

CARRIED

2. Wolseley Heritage Foundation - Memo re: Potential Vine Replacement: For information purposes: the Wolseley Heritage Foundation (WHF) has offered to replace any vines on the fence that may have been unintentionally damaged during the sidewalk repair on Richmond Street.
3. Greg Chatterson - Quote for the Repair of the Council Chamber Step: Greg Chatterson voluntarily submitted a quote to the Town Office to repair the Council Chamber step.

- 258/16 HILL/LYKE to accept quote from Greg Chatterson to repair the Council Chamber step for \$200.00 plus applicable taxes.

CARRIED

4. Regina Qu'Appelle Health Region - Water Line to 801 Ouimet Street: Council discussed the information and has TABLED any decisions until further clarification is given.

- 259/16 KYLE/HILL to extend the regular council meeting past 10:30PM.

CARRIED

5. Bob Coates - Wolseley Museum: Mayor Dennis Fjestad will investigate and formulate a response.
6. Ed Oczerklewicz - Advertising at CanAlta Hotels (Shaunavon & Moosomin) and Best Western Plus (Moosomin): For information purposes. Council will consider for the next fiscal year budget.
7. AdSpark Communications - Website Package: For information purposes. Council will consider for the next fiscal year budget.

DISCUSSION

1. Staff BBQ, Sunday August 21 at 5:00PM - Hamburgers, Hotdogs, etc.

IN CAMERA

ANNOUNCEMENTS

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

260/16

KYLE that the meeting be adjourned at 10:42PM.

CARRIED

Dennis Fjestad
Mayor

Candice Quintyn
Administrator