

**TOWN OF WOLSELEY  
MINUTES  
DECEMBER 21, 2016**

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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 December 21, 2016 at 7:00PM.

**PRESENT:**

Mayor Gerald Hill (GH)	Councillor Troy Kyle (TK)
Councillor Chris McBride (CM)	Councillor Randy Quintyn (RQ)
Councillor Ken Drever (KD)	Councillor Jacquie Jacobs-Marshall (JJM)
Administrator Candice Quintyn (CQ)	Assist Admin Angela Robertson (AR)

**ABSENT:**

Councillor Stephen Scriver (SS)

**CALL TO ORDER**

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

**AGENDA**

404/16 KD/CM that the Agenda be adopted as presented.

**CARRIED**

**MINUTES**

405/16 TK/RQ that the minutes of the Regular Meeting December 7, 2016 be approved, with the addition of an edit requested by Councillor JJM: *in reference to matters discussed in the December 2015 Minutes - prior to council knowledge, clay from the spillway was arranged to be dropped off at the care home site free of charge, and was then taken away at a cost of \$480.00.*

**CARRIED**

**ACCOUNTS**

406/16 CM/KD that cheque #'s 15066 to 15073 totaling \$9,720.22 be ratified.

**CARRIED**

407/16 TK/JJM that cheque #'s 15074 to 15123 totaling \$48,533.95 be approved.

**CARRIED**

**COURTHOUSE ACCOUNT**

408/16 RQ/JJM that cheque # 46 totaling \$5,250.00 be approved.

**CARRIED**

**STATEMENT OF FINANCIAL ACTIVITIES**

409/16 RQ/KD that the Statement of Financial Activities detailed for the period ending November 30, 2016 be approved as presented.

**CARRIED**

**REPORTS OF ADMINISTRATION**

1. 2017 Mayor/Council Honorariums: Administrator presented Council with a review of the 2016 Mayor/Council Honorariums.

410/16 RQ/CM that the Mayor/Council Honorariums remain the same as the previous year as follows:

Mayor Annual Honorarium: \$2,400/year PLUS Council Meeting Indemnity of \$125/meeting PLUS annual telephone/cellphone allowance \$100/year;

Council Annual Honorarium: \$2,100/year PLUS Council Meeting Indemnity of \$100/meeting PLUS annual telephone/cellphone allowance \$100/year;

Mileage: \$0.50/km; Meals: \$75.00 maximum per day with receipts;

All Special Committee Meetings formally called or out of town meetings will be covered at \$25.00/hour to a 7-hour maximum. There will be no coverage for meetings that are part of Mayor/Councillor portfolio within town or as a volunteer within town.

**CARRIED**

2. 2017 Wage Review: Administrator is preparing a wage review for staff for 2017.
3. 2017 SUMA Registration Opens: The 112<sup>th</sup> Annual SUMA Convention takes place in Saskatoon from Sunday, February 5 to Wednesday, February 8 at TCU Place. **Please inform the Administrator by the next council meeting (January 7, 2017) if you would like to attend.**
4. 2017 Insurance Premium: The Town of Wolseley 2016 Insurance Premium was \$24,994. The proposed 2017 Insurance Premium is \$25,536 - an increase of \$542. The Administrator provides Council with the insurance documents for review. Laurie Kelly from Western Financial Group is scheduled to attend the January 18, 2017 meeting at 7:10PM to go over the insurance policy and answer any questions that council may have at that time.

#### **MAYOR & COUNCILLOR FORUM**

TK - Hospital: suggests putting in local paper, website, and Facebook, giving ratepayers contact information for authorities responsible for Wolseley Hospital services that are temporarily unavailable

411/16

JJM/TK to advertise a public notice in the local paper, website, and Facebook giving contact information to ratepayers for Provincial authorities (MLA, Ministers, RQHR) to voice their concerns regarding the acute and emergency services that are temporarily unavailable at Wolseley Hospital from December 23 at 4PM until December 29 at 8AM.

#### **CARRIED**

- Mayor Hill sent a letter to Steven Bonk regarding the potential meeting with Health Minister Reiter and MLA Bonk. We haven't received any correspondence on this matter;
- Lots of children were in attendance for the Santa Night, was a decent turnout.

KD - Lion's Club sponsored the Santa Night and did a great job - kudos to the Wolseley Lion's Club.

- Courthouse: Ed sent through a summary of four (4) points on his final thoughts on the courthouse. 1) He believes it is vital to complete the final construction drawings; 2) the project is polarizing to the community; 3) the courthouse compares to the renovation of the town hall project; and 4) the courthouse has suffered from a lack of understanding from the start. It is such a large project, and the challenge is how the Town is going to pay for it. Ken discusses the preliminary draft engineering report dated August 20, 2016 from R J England Consulting Ltd. (File: 15.002) outlining the three (3) options for the mechanical system (heating & cooling). The three options for just the mechanical system range in price from \$620,000 to \$1,100,000. These numbers really put the project into perspective for how much it will cost. Councillor Drever views the project at crossroads and believes we need to figure out where to go from here. The basement is not insulated and is equivalent to 2 x 2 insulation so this is a major engineering challenge.
- The curling rink and cemetery are quiet right now.
- The last EMO meeting was last spring. The emergency plan needs updating. Currently, the command center is the office and the alternate location is the Town Hall - if there were an emergency and something happened where the Office was compromised, you would think the Town Hall would be as well, given the close proximity. Work needs to be done, need to get together and update the emergency plan.
- Water Street Bridge has a fairly complete engineering report done. The future replacement of the bridge could be viewed as two projects, 1) sewer line and 2) bridge. Mayor Hill mentions Foreman would recommend installing a second water line at the same time to supply an additional water line to the north side of town.
- A potential topographical study for the Bradley Property is an excellent project for students to work on.

JJM - Ruggieri Lighting and Staging Ltd. has supplied a quote for a backdrop curtain to replace at the Town Hall. It is the pricier curtain as it has lifetime fire retardant. Administrator notes this money was put in budget for applying for granting through the Community Initiatives Fund (CIF). This grant was not applied for as there were two different closing dates that were not met, around April and October.

**412/16** JJM/TK to purchase backdrop curtains for \$14,139.52 from Ruggieri Lighting and Staging Ltd. for the Town Hall/Opera House.

**DEFEATED**

- Council prefers that this purchase be part of a grant, rather than 100% taxpayer money.
- Yvette Baran prepared a list for catering supplies she wishes to sell to the Town for \$948.00. This list includes, but is not limited to, shelving units, coffee makers, etc. Councillor JJM called the office for a Purchase Order number in which she was denied as it was recommended to bring this item to council. Councillor JJM asks council if there is a double standard to how the purchasing policy works, as this item is under \$1,000, and therefore does not require council authorization. Council wishes to review the purchasing policy and make adjustments where required. It was under some members understanding that this item was to be brought forward to council prior to purchasing.

**413/16** JJM/KD to purchase Yvette Baran's catering supplies for \$948.00 for the Town Hall/Opera House.

**CARRIED**

- Looking at cobra head lights as they need repainting. Ed is looking at guidelines through SaskPower and will bring this back to council once more information is found.

RQ - Fire Department has been called out a few times, nothing major.

CM - Sportsplex: everything going good. Indian Head is renting the ice for a few nights as theirs is completely booked.

- On January 7<sup>th</sup> there will be a snowmobile rally with a pancake breakfast, door prizes, and non-rider hands available for purchase; the canteen will be open, etc.
- Public Works will have a plan in place with priority streets and budget. Everything is running smoothly. Mayor Hill and Councillor McBride have met with the Foreman and are very impressed.

GH - Mayor Hill, along with Councillor Drever, attended the RM meeting and was good to meet everyone. Many discussions, of which involved the Jubilee Court representative they wish to jointly appoint.

**414/16** GH/KD to appoint Maggie Petrychyn jointly with the Rural Municipality of Wolseley, No. 155 to the Wolf Creek Jubilee Court board.

**CARRIED**

**415/16** RQ/CM to appoint Stephen Scriver as the second Town Representative to the Wolf Creek Jubilee Court board.

**CARRIED**

- Discussions at the RM were regarding the watershed authority, the hospital's acute and emergency services temporarily unavailable, a potential meeting with fire department and first responder representatives to work out a budget. We are looking at purchasing gravel through the RM and will know more in the New Year about costs. Another item that came up in discussions, was partnering with the RM to repair Perley Road in the next three to four years. It was an overall good meeting with the RM.
- With regards to the clay issue at the Wolseley & District Care Home Project, we need to find a solution to the problem. A small council committee will bring a recommendation to council in the near future.
- Budget 2017 will be worked on in the New Year (Feb/Mar). Administrator asks everyone to submit written quotes as soon as acquired to be included in the budget.

**UNFINISHED BUSINESS**

1. Risk Evaluation Report re: SGI Canada: Invitation to Tender was approved last meeting and no tenders were received from the two invitations sent to local contractors. Council suggests sending Dean Ollenberg and Mr. T's Plumbing and Heating to assess the deteriorated chimney base and provide the appropriate repair and/or replacement.
2. Bylaw No. 08-2016 re: A Bylaw to Amend Bylaw No. 02-2015 known as The Zoning Bylaw; re: Subdivision Application for Bright Pebane & steps required by the Community Planning Division:

416/16

JJM/TK to suspend the regular meeting and open a Public Hearing for Bylaw No. 08-2016, a bylaw to amend the Zoning Bylaw.

**CARRIED**

- Jay Malo speaks to Bylaw 08-2016 as his property is adjacent to the property in question. Jay questions what kind of storage it will be, and if any noise will come from the property. Administrator responds that at this time, the office has no information regarding what kind of storage. Jay asks if having this zoning will set precedence for potential changes to other residential zoning changes. Administrator clarifies that it is not the zoning that is changing, it will still remain as residential, just that storage is being added to a discretionary use. If anything happens where a neighbor is unhappy, the Nuisance Bylaw would take effect and steps would be taken to mitigate the issue at hand. Jay is satisfied that there are methods in place to address situations if they become undesirable.
- Loree Lawson speaks to Bylaw 08-2016 regarding heavy equipment noise if being stored (i.e. the reverse beeping). If this is the case, the Noise Bylaw would take effect and steps would be followed through to mitigate the issue at hand. There are ways to address if there is a problem.

417/16

RQ/CM to close the Public Hearing and reconvene the regular meeting.

**CARRIED**

418/16

RQ/KD to read Bylaw No. 08-2016, a bylaw to amend Bylaw No. 02-2015 known as the Zoning Bylaw a second time.

**CARRIED**

419/16

RQ/TK to read Bylaw No. 08-2016, a bylaw to amend Bylaw No. 02-2015 known as the Zoning Bylaw a third time and adopt this 21<sup>st</sup> day of December, 2016.

**CARRIED****NEW BUSINESS****COMMUNICATIONS**

1. Barry Zimmer re: Pest Control: Barry suggests that the Town issue letters to pest control officers appointing them to act on their behalf and outline the date of term. This is to protect both the Town and the pest control officers. Currently the Town of Wolseley has five (5) pest control officers. Council advises Administration to contact all five and see if they are all still willing to remain as a pest control officer for 2017.
2. Dennis & Deanna Fjestad re: Home-Based Businesses: For information purposes. Dennis and Deanna were questioning the current status of their concerns that were first brought forth in the first meeting of October, 2016 regarding a home-based business that recently moved into their neighborhood. At this time, there is nothing the Town can do as our current bylaw does not address any application procedures or give notice to advise neighbors of any home-based businesses moving to the area. Administration will look at reviewing and updating the bylaw in the New Year.

3. Rebecca Teske re: Property Tax Situation: Per previous verbal requests, the Teske's are still waiting for a resolution on their property taxes. Background: when the three lots were purchased, the incorrect titles were transferred and the assessments were based on incorrect titles. Administrator has to investigate whether there is a difference in taxes based on the assessments and will have to contact Saskatchewan Assessment Management Agency (SAMA). Council advises to contact Teske's regarding where we are at, and to advise them to keep paying and when we know if there are differences we will address them at that time.

**ANNOUNCEMENTS**

- Next Regular Meeting of Council - Wednesday January 4, 2016;
- Closed Special Meeting of Council - Wednesday January 25, 2017 re: Kahkewistahaw 1907 Trust at 7:00PM at the Town Hall/Opera House.

*Administrator to forward draft Municipal Services Agreement to council for review.*

- 420/16** RQ/TK to contract Ed Attridge Consulting Services (ACS) to summarize the potential Municipal Services Agreement between the Town of Wolseley and Kahkewistahaw 1907 Trust for Town Council.

**CARRIED**

**ADJOURNMENT**

- 421/16** KD that the meeting be adjourned at 9:00PM.

**CARRIED**

Gerald Hill  
Mayor

Candice Quintyn  
Administrator