

**TOWN OF WOLSELEY  
MINUTES  
NOVEMBER 01, 2017**

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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 November 01, 2017 at 7:00PM.

**PRESENT:**

Mayor Gerald Hill (GH)	Councillor Jacquie Jacobs-Marshall (JJM)
Councillor Stephen Scriver (SS)	Councillor Ken Drever (KD)
Councillor Randy Quintyn (RQ)	Councillor Chris McBride (CM)
Administrator Candice Quintyn (CQ)	Councillor Troy Kyle (TK)

**ABSENT:**

**CALL TO ORDER**

A quorum being present, Mayor GH called the meeting to order at 6:59PM.

**AGENDA**

414/17 JJM/SS that the Agenda be adopted as amended.

**CARRIED**

**MINUTES**

415/17 CM/JJM that the minutes of the Regular Meeting October 18, 2017 be approved as presented.

**CARRIED**

**DELEGATION #1: RYAN WHALLEY, PRINCIPAL AT WOLSELEY HIGH SCHOOL re: EMERGENCY EVACUATION PLAN**

416/17 KD/TK to hear Ryan Whalley, Principal at Wolseley High School at 7:03PM.

**CARRIED**

- Emergency Plan for Wolseley High School (“WHS”) was presented. The evacuation plan includes access to the Sportsplex (via key that is readily available in an emergency bag).
- Staging areas for emergency personnel (outside agencies) are #1: Wolseley Fire Hall and; #2: Wolseley Curling Rink.
- Parents/Guardians Muster Point is Dr. Isman Elementary School first; however, WHS hoping to have a secondary area, such as the Town Hall/Opera House if council will allow it.

*Ryan Whalley leaves the Council Meeting at 7:17PM.*

- Council agrees that WHS can have access to the Sportsplex and Curling Rink for emergency use only.

417/17 RQ/CM to allow Wolseley High School a key for the Wolseley Sportsplex and Wolseley Curling Rink for emergency use only.

**CARRIED**

418/17 KD/TK to allow Wolseley High School to utilize the Town Hall/Opera House as their second staging area for parents/guardians to Muster, in case of emergency.

**CARRIED**

**ACCOUNTS**

419/17 TK/CM that cheque #'s 15912 to 15919 totaling \$11,145.65 be ratified.

**CARRIED**

420/17 SS/KD that cheque #'s 15920 to 15960 totaling \$30,630.04 be approved, with the exception of cheque # 15955.

**CARRIED**

*Councillor RQ declares a pecuniary interest and leaves the Council Meeting at 7:27PM.*

- 421/17** TK/CM that cheque # 15955 payable to Wolseley Service Ltd. totaling \$1,394.48 be approved.

**CARRIED**

*Councillor RQ returns to the Council Meeting at 7:28PM.*

### **REPORTS OF ADMINISTRATION**

1. October Bank Reconciliation: Administrator prepared and presented the Bank Reconciliation and notes for October 31, 2017.

- 422/17** CM/SS that the Bank Reconciliation and notes for the period ending October 31, 2017 be approved as presented.

**CARRIED**

### **MAYOR & COUNCILLOR FORUM**

SS - Town Hall: Taps are installed and valve is installed on the boiler; Councillor SS received quotes for six (6) roller blinds for the basement windows.

- 423/17** SS/JJM that the Town of Wolseley purchase Option #1 at \$910.00 plus taxes for six (6) roller blinds for the Town Hall/Opera House basement windows, from Regina Drapery Centre.

**CARRIED**

- Dishwasher for Town Hall/Opera House requires an appropriate power service. Investigations will begin regarding getting quotes for the right service (100-200 amp) for downstairs.
- Lake Committee met and discussed different systems that could potentially work for weed control; Town liability was discussed regarding if it is high enough and/or suitable.
- There used to be a Walking Club that would use the Town Hall for walking. Councillor SS will investigate if there would be any interest in a club starting up again.
- The Hockey roster is set. The first home game is the 17<sup>th</sup> of November.

### **DELEGATION #2: DERREL LARSON re: PROPERTY TAXES**

- 424/17** TK/RQ to hear Derrel Larson re: Property Taxes at 7:46PM.

**CARRIED**

- Derrel begins by asking Council if they've considered making adjustments to his property taxes for Year 2017;
- Mayor GH explains that the best option for this situation is to appeal the assessment next year and ask Council to rebate for year 2017.
- Administrator will add Mr. Larson's property to the 2018 Maintenance List for a re-inspection.

*Derrel Larson leaves the Council Meeting at 7:55PM.*

### **MAYOR & COUNCILLOR FORUM CONTINUED...**

KD - Courthouse: Mayor GH Councillor KD and Kurt from Kurt's Masonry went through stonework and the Courthouse. Councillor KD discusses photos taken of the damaged stones. There is a fair bit of work required to repair the stones. Councillor KD prepared a report titled "Long Term Financial Musings" for council to think about. The question is: Do we carry on with this plan to relocate the Town Office. Mayor GH reiterates, how can we make it work? Are we in support of the project? Councillor KD discusses the Financial Overview spreadsheet of the Courthouse prepared by Assistant Administrator.

425/17

KD/RQ that Town Council accepts the *Wolseley Courthouse Progressive Financial Overview* spreadsheet, prepared by Assistant Administrator, as presented.

**CARRIED**

- Curling Rink: Power estimate was large as the bill was over \$1,200. The Curling Club will pay that bill, as it will work out in the wash later with usage throughout the season.
- Water Street Sewer Line report is in from Associated Engineering. Administrator will forward the report via e-mail to Mayor and Council.

JJM - Currently working with Loree Lawson on the Christmas decorations that are hung up on the power poles to dress them up a little more.

- Councillor JJM sat and had a meeting with Multiculturalism of Saskatchewan and received info on funding options. Councillor JJM will investigate further.
- Housekeeping items regarding transfers to reserves: \$4,000 should be put in a reserve for the Highway signs as Marty Happy was unable to get to the one this year; also, the \$20,000 surplus from the 2016 Town Hall budget should be put in a reserve for the Town Hall.

426/17

JJM/TK to transfer \$4,000.00 from the General Operations Account to the Recreation & Cultural Services reserve for the Highway Signs.

**CARRIED**

427/17

JJM/TK to transfer \$20,000.00 from the General Operations Account to the Recreation & Cultural Services reserve for the Town Hall/Opera House.

**CARRIED**

- The Governance Committee met and is working on a tree planting policy. Council was presented with a proposed procedure on how to handle a *Schedule A* pursuant to *The Council Code of Ethics Bylaw (Bylaw No. 01-2017)*. After discussion, council decided to Table the proposed procedure.
- Councillor JJM working on decorations for the Courthouse, and Swinging Bridge.
- Councillor JJM insists Administration complete council packages 100% prior to the meeting so councillors have all pertinent information to make informed decisions.

RQ - Nothing to report.

CM - Sportsplex: a Caretaker is in training for the Sportsplex, everything is going well.

- Public Works: Water Treatment Plant valve is replaced and working really good; It is still undetermined when Mark Smith will be returning to work; The crew is winterizing and getting equipment ready; the final Yard Debris pickup was today; Positive Plumbing & Heating will hopefully get around to installing the radiant tube heaters in the Town Shop by mid-December.
- Landfill: Last Wednesday today for being open regular hours.
- Sportsplex: Town and Arena Board should look at putting away money for the ice plant capital expenses.

TK - Hospital: Discussions with Stephen Bonk took place and he reiterated the hospital will not close permanently.

GH - Mayor GH looking to have a preliminary budget meeting on November 29<sup>th</sup> if that works for everyone; Councillor SS will be away. Mayor GH suggests having the Assistant Administrator prepare Budgetary Worksheets for council to work on. December 7<sup>th</sup> at 7:00 was determined to be the preliminary budget date.

- SENSUS Partnership of Chartered Professional Accountants wants the head of council to complete an internal control questionnaire due to some of their audit procedures changing due to new institute requirements. Mayor GH requests assistance from a couple members of council and administration.

**UNFINISHED BUSINESS**

1. Risk Evaluation Report re: SGI Canada: Councillor CM has been in contact with a company from Regina that will be preparing a quote for the work to be completed in the boiler room at the Sportsplex.
2. Xplornet Communications Inc. re: Lease Proposal/Offer to Purchase - Update: Nothing to report.

**NEW BUSINESS**

1. Housekeeping Item - Policy #15: Town Hall/Opera House Policy: Administrator tidied up the Policy with more current information.

428/17

CM/JJM to accept Policy #15 - Town Hall/Opera House - Contractor & Rental Agreements, as presented.

**CARRIED**

2. Commissionaires re: Bylaw Enforcement Report - October 10/17: For information purposes.

**COMMUNICATIONS**

1. RM of Wolseley, No. 155 re: Purchase of New Fire Truck: RM of Wolseley suggests a joint Fire Board meeting between the two Town Fire Representatives and the two RM Fire Representatives to review the important purchase of a new fire truck; any recommendations would then be communicated and presented to each council. Councillors RQ and KD will be in touch with the RM to set up a Fire Board meeting.
2. Dean Bieber & Kyle Newman re: Front Street Lots: For information purposes; previous offer has been retracted.
3. Pat Pedersen re: Letter of Appreciation: Thanking Council and the Maintenance crew for repairing the erosion adjacent to her property caused by runoff of Adair Creek, downstream from the Spillway.
4. Wolseley Heritage Foundation re: Request for Motion: WHF is pleased to donate the sum of \$4,000 comprising the net proceeds of the 2017 National Trust "This Place Matters" crowd-funding campaign (\$1,606.32) and an amount of \$2,393.68 from the recently held 2017 Fall Supper. WHF requests the funds be placed in an account reserved exclusively for the repair of the deteriorating and damaged sections of the cedar shingle roof of the Town Hall/Opera House.

429/17

SS/JJM to accept \$4,000 donation from Wolseley Heritage Foundation to be placed in a reserve exclusively for Town Hall/Opera House roof repair.

**CARRIED**

5. Wolseley Waste Management Strategy Committee re: Letter of Appreciation: WWMSC toured the Wolseley Landfill and were pleased with how things are handled out there. WWMSC wishes to publicly pass along their appreciation for the work the Landfill Supervisor does for our Town and its residents.
6. Darcy Perra re: Letter of Appeal, 206 Pine Street: Letter requesting more time be allotted for completing the items listed on the OTR.

430/17

GH/SS to table letter of appeal from Darcy Perra regarding 206 Pine Street.

**CARRIED**

7. RCMP Report: For information purposes.

**IN CAMERA**

**ANNOUNCEMENTS**

- Next Regular Meeting of Council - Wednesday November 15, 2017 at 7:00PM at the Council Chamber (610 Varennes Street).

**ADJOURNMENT**

431/17

TK that the meeting be adjourned at 9:14PM.

**CARRIED**

*Gerald Hill*  
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Mayor

*Candice Quintyn*  
\_\_\_\_\_  
Administrator