

**TOWN OF WOLSELEY
MINUTES
NOVEMBER 20, 2019**

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 20, 2019 at 7:00PM.

PRESENT:

Mayor Gerald Hill (GH)	Councillor Jacquie Jacobs-Marshall (JJM)
Councillor Ken Drever (KD)	Councillor Chris McBride (CM)
Councillor Randy Quintyn (RQ)	Councillor Ron Lyke (RL)
Councillor Tim Taylor (TT)	CAO Candice Quintyn (CQ)

ABSENT:

CALL TO ORDER

A quorum being present, Mayor GH called the meeting to order at 6:57PM.

AGENDA

425/19 RQ/TT that the Agenda be adopted as amended.

CARRIED

**DELEGATION #1: WESTERN FINANCIAL GROUP, SHERRIE HAZELL
re: 2020 INSURANCE RENEWAL**

426/19 CM/RQ to hear Western Financial Group, Sherrie Hazell discuss the Town of Wolseley 2020 Insurance Renewal at 6:58pm.

CARRIED

- Town Council reviewed the 2020 insurance for Municipal Machinery and the Statement of Values for the Town of Wolseley.
- The replacement cost value is within 10 years of the date of purchase, for NEW equipment only. The values are not restricted to what the piece of equipment cost at time of purchase.
- The Curling Rink values were discussed; Sherrie will look into what getting an assessment costs (if any) and see if the Curling Rink can be assessed. The annual premium is currently \$947.
- The Well values were discussed and what is covered. Sherrie will look into power failures as opposed to power outages.
- The Courthouse values were reviewed.
- The Suspension Bridge (Swinging Bridge) annual premium is \$618 and is only covered for Fire loss. Sherrie will look into coverage for wind and vandalism.
- The Wolseley Sportsplex was discussed. Administrator will look into when the Fire Suppression and exhaust system was last done.

Sherrie Hazell leaves the council meeting at 7:22PM

MINUTES

427/19 KD/RL that the minutes of the regular meeting November 06, 2019 be approved as presented.

CARRIED

ACCOUNTS

428/19 CM/TT that cheque #'s 17919 to 17927 totaling \$9,929.56 be ratified.

CARRIED

429/19 KD/RL that cheque #'s 17928 to 17941 totaling \$52,587.61 be approved, with the exception of cheque # 17930.

CARRIED

Councillor KD declares a pecuniary interest and leaves the council meeting at 7:33PM

- 430/19 CM/RQ that cheque # 17930 totaling \$75.00 payable to Wolseley Curling Club be approved.

CARRIED

Councillor KD returns to the council meeting at 7:34PM

- 431/19 CM/KD that the Statement of Financial Activities detailed for the period ending October 31, 2019 be approved as presented.

CARRIED

REPORTS OF ADMINISTRATION

1. **Public Disclosure Annual Declaration**: Pursuant to Section 142 of the Municipalities Act, members of council who have previously filed a public disclosure statement are required to submit an annual declaration on or before November 30 in each year. CAO provided Public Disclosure Annual Declaration (Form 2) to those members of council who have previously filed a public disclosure statement.
2. **Utility Updates**: The deadline for the 2019 Q3 Utility Bills was October 31, 2019. Payment Reminder Letters have been sent out, and more payments have been forthcoming. Approximately \$9,700.00 remains outstanding.
3. **Records Retention**: Office Clerk has been working on getting quotes and information for the destruction of records through records retention. Many boxes are filed downstairs that are likely past their timeframe and can be destroyed. A list will be compiled and brought back for council approval prior to any documents being destroyed. Two companies have been sought for destruction of documents: 1. Iron Mountain; and 2. Crown Shredding. Once we have a better idea of how many boxes and media items we have, we will bring a recommendation to council.
4. **Staff Christmas Party**: CAO and Office Clerk are recommending a Town Christmas Party for Council and Staff. We are proposing to do a supper in the Curling Rink Lounge and follow with visiting, board games, card games etc. It is \$100 to rent the upstairs from the Wolseley Curling Club. Proposed dates are Friday December 6, Thursday December 12 or Thursday December 19.

- 432/19 CM/RQ to book the Wolseley Curling Rink Lounge for December 12, 2019 for the Town's Staff Christmas Party for a cost of \$100.00.

CARRIED

5. **SUMA Registration Open**: The Saskatchewan Urban Municipalities Association (SUMA) Annual Convention is taking place in Regina from February 2nd to 5th, 2020. Four (4) rooms have been reserved in the event members of council wish to attend. If not, rooms can be cancelled. Registration for SUMA includes Tickets to the social events this year (i.e. Welcome Reception and Presidents Banquet & Awards Ceremony). Cost is \$450 per member prior to December 18; after December 18 cost per member is \$550. Cancellations received on or before January 9 are subject to a \$50 cancellation fee per registrant. No refunds for cancellations received after January 9. Substitutions are allowed without penalty. CAO doesn't need to know right away, but would like to get in on the early-bird rates if deciding to go.

MAYOR AND COUNCILLORS FORUM

CM - Nothing to report.

RQ - Fire Meeting was held Monday. The Firetruck was washed and all equipment was checked over.
 - There is a Saskatchewan Health Authority meeting next week, on Tuesday November 26, 2019 from 9:30AM-11:30AM

JJM - Councillor JJM met with the former Community Fall Supper Committee ladies. What they have planned will work great. They have approximately \$625 left in their account that will cover costs of what they want to do. Beliveau Construction will be consulted regarding the replacement of the cracked counter tops and get estimates for budgetary purposes.

- Last meeting, the historical photos were discussed and one photo in particular was uncertain as to whether it should be placed back on the wall at the Town Hall/Opera House. Councillor JJM presented this photo to Council and recommended that it be placed in archives and not rehung on the wall. The photo depicted blackened faces of the Wolseley Legion Minstrel Show.

Councillor JJM requests a recorded vote

Parties present: Mayor GH, Councillors RL, KD, TT, JJM, RQ and CM

433/19 JJM/GH to remove “Wolseley Legion Minstrel Show” photo from historical photos on the wall at the Town Hall/Opera House.

FOR: Mayor GH, Councillors RQ, JJM, TT, KD, RL

OPPOSED: -----

ABSTAINED: Councillor CM

CARRIED

- Councillor JJM researched into the liners for the hanging flower baskets, and it was determined that they do not work for the type of petunia plants that are grown in the baskets. As for the volunteer watering group, so far there are enough volunteers and Councillor JJM will follow-up with the rest of volunteers that were involved this past season. Councillor JJM assured members of council there won't be any issues with the volunteer watering group.

Councillor JJM requests a recorded vote.

Parties present: Mayor GH, Councillors RL, KD, TT, JJM, RQ and CM

434/19 JJM/TT to have the Town of Wolseley continue to purchase twenty-four (24) Flower Baskets from U & K Greenhouses in Indian Head as we have done for the prior three years at a cost of approximately \$2,100.00.

FOR: Mayor GH, Councillors RQ, JJM, TT

OPPOSED: Councillors RL, KD

ABSTAINED: Councillor CM

CARRIED

TT - Beach: CAO discussed the email that went out to council about a call received from Water Security Agency (WSA) warning the Town regarding non-compliance with permitting for cutting cattails along the shoreline of Fairly Lake. A letter will be forthcoming from WSA.

- Councillor TT will work towards a plan for the Beach Area.

KD - Sportsplex: ice event scheduling is being done through the Town Office; a Sportsplex Board Meeting was held Monday November 11. They still do not have custodial for weekends. The health inspector was in on Friday November 8; the canteen was inspected as well as the Air Quality on the ice surface. One concern is that the Air Quality Monitors will need to be accessible during the weekend as they are currently housed at the Town Office during the week. They will have to be under lock and key when being stored at the Sportsplex. The health inspector requires an emergency plan put in place for the Sportsplex in the event the Air Quality is not good. Updating the First Aid Kits will be looked into. Councillor TT will check into what company does the Elementary School as that company ensures all supplies are updated throughout the year.

435/19 KD/CM that the Town purchase two First Aid Kits for the Wolseley Sportsplex.

CARRIED

436/19 KD/GH to service the exhaust system at the Wolseley Sportsplex.

CARRIED

437/19 KD/CM that key A1-5 and B1-1 be issued to Melanie Arkinstall for the Wolseley Sportsplex.

DEFEATED

- Foreman Rob had a meeting with Councillor KD and Garth to discuss Sportsplex miscommunications regarding the Sportsplex Board and the Custodian working shifts during the week and weekends. It was made clear that Garth is to complete 40 hours during the week (Monday to Friday) with flexible hours for the Town; and that the weekends will be taken care of by the Sportsplex Board. Garth has the option to work weekends for the Sportsplex Board; however, he is not required to. During the meeting, propane tanks were also discussed if the Town should purchase additional tanks to have for spare; it was mentioned there should be spare there already. This will be looked into.
- Councillor KD mentioned that Garth should take First Aid training.
- The overhead door for the Olympia is not being raised high enough; may require a warning system of some kind or have a support to hold the door up high enough when being used.
- The Wolseley Curling Club will be starting to make ice soon and have asked to use the Town's pump to flood the ice.
- 4Ds Electric Ltd. declined the job at the Wolseley Curling Club regarding the electrical corrections for the ice plant room. Another electrician will be sought for the work.
- Beliveau Construction has the main door on order for the Curling Rink.
- Possibility of looking into having Public Works do light cleaning duties at the Curling Rink during the open season (i.e. vacuuming, bathrooms, emptying garbage containers, etc.)
- Wolfcreek Jubilee Court is meeting next week.
- Sportsplex Financial: they have had a really good start to the year. Excellent controls are in place; still struggling with volunteers to work in the booth.

RL - Will check on perimeter of fencing at Lagoon to ensure there are no openings.

GH - Budget 2020: Mayor GH requests council to compile a list of projects with estimates and we can do segments of budget reviews during regular meetings in closed sessions, rather than having a special meeting at this point. Please have info for next meeting for CAO to compile.

- Horticultural Year-End Meeting is November 27 at 7:00PM in the lower level of the Town Hall/Opera House. Mayor GH asks if Council would be interested in participating in the Communities In Bloom once again to report to Horticulture. Council would be in favor.
- Landfill: Mayor GH suggesting to be proactive and see if EPO can come out to meet with Council to answer questions about Environmental Site Assessment, etc. that are required as part of our renewed Permit to Operate.

UNFINISHED BUSINESS

1. Town Lots Transfer in Exchange for Clay for Perley Road Rebuild: Nothing to report.
2. Wolseley & District Care Home Project Inc. Transfer of Lots to Town: Information is with municipal solicitor and will start work on this.
3. U & K Greenhouses re: 2020 Flower Baskets: See Mayor & Councillor Forum (JJM Report).

NEW BUSINESS

1. Building Official Services Proposal - 49North Code Consulting Corp.: For information purposes. Council reviewed proposal, but need to understand the general pros/cons for having an appointed Building Official for the municipality before committing to anything. Council is not interested at this time.

COMMUNICATIONS

1. April Dahnke re: Wolseley Library Board Members (Council to Ratify):
Librarian April Dahnke submitted a list of all the Library Board Members for Town Council to ratify.

438/19

KD/RL to approve the following individuals on the Library Board Member listing as presented, and that Council strongly recommends the number of Library Board Members be seven (7) individuals; with the remaining members to be on committees within the Library:

- Chair: Bev Hackewich
- Vice-Chair: Gail Blaney
- Secretary: April Dahnke
- Treasurer: Betty Mitchell
- Member at Large: Adelapo Somefun
- Member at Large: Sharon Jeeves
- Member at Large: Stephen Scriver
- Member at Large: Fern Wallace
- Member at Large: Davina Fortin
- Member at Large: Donnie Gorniak
- Member at Large: Laurel Marzolf
- Member at Large: Ashley Boehme
- Member at Large: Melanie Arkinstall

Councillor JJM abstains

CARRIED

2. Stephen Scriver re: Wolseley Archive:

439/19

RL/CM to pay \$200 monthly rent to Nicor Developments for the Wolseley Archives, for use of space at the Perley Block.

CARRIED**IN CAMERA****440/19**

CM/RQ to go In Camera at 9:52PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following:

1. Public Works Staff Wage Discussion.

Parties present: Mayor GH, Councillors RL, KD, TT, JJM, RQ, CM; and Administrator CQ.

CARRIED**441/19**

RQ/TT to go out of In Camera at 10:11PM.

CARRIED**442/19**

CM/RQ to increase Garth Domokos wage by \$1.00 per hour for taking the lead Caretaking position for the rinks.

CARRIED**443/19**

KD/RL to increase Garth Domokos and Nicole Crumley wage by \$0.32 per hour for successfully achieving the Arena Operator Level 1 Certification.

CARRIED**ANNOUNCEMENTS**

- Next Regular Meeting of Council - Wed Dec 04, 2019 at 7:00PM at the Council Chamber (610 Varennes Street).

ADJOURNMENT**444/19**

JJM that the meeting be adjourned at 10:15PM.

CARRIED

Gerald Hill

Mayor

Candice Quintyn

Administrator