

**TOWN OF WOLSELEY  
MINUTES  
DECEMBER 18, 2019**

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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 18, 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 6:58PM.

**AGENDA**

**467/19** RQ/CM that the Agenda be adopted as amended.

**CARRIED**

**MINUTES**

**468/19** KD/CM that the minutes of the regular meeting December 04, 2019 be approved as amended.

**CARRIED**

**ACCOUNTS**

**469/19** RL/TT that cheque #'s 17985 to 17993 totaling \$9,731.24 be ratified.

**CARRIED**

**470/19** RQ/RL that cheque #'s 17994 to 18043 totaling \$59,628.48 be approved, with the exception of cheque # 18039.

**CARRIED**

*Councillor RQ declares a pecuniary interest and leaves the council meeting at 7:07PM*

**471/19** CM/KD that cheque # 18039 totaling \$237.57 payable to Wolseley Service Ltd. be approved.

**CARRIED**

*Councillor RQ returns to the council meeting at 7:09PM*

**472/19** RQ/CM that the Statement of Financial Activities for the period ending November 30, 2019 be approved as presented.

**CARRIED**

**REPORTS OF ADMINISTRATION**

1. Utility Updates: The deadline for the 2019 Q3 Utility Bills (period Jul 1 - Sep 30) was October 31, 2019. Approximately \$5,000 remains in arrears.

Administration is in the process of entering water meter reads for the 2019 Q4 Utility Bills, for the period October 1 to December 31. The Q4 Utility Bills will be sent in the mail prior to Christmas, and are due January 31, 2020.

In the New Year, Town Council may have to consider transferring utility arrears to property taxes for utility accounts that are Over 90 days. Administrator will provide a list in the New Year.

2. 2020 SUMA Convention Reminder: Ratification of Administrator and up to three members of Council to attend the 2020 SUMA Convention in Regina from February 2-5, 2020. Registrations are required by December 18 to qualify for the early-bird rate. Registration is \$450/person (\$550/person after December 18). This year, the social event tickets are included in the price. Four rooms have been reserved at a nightly rate of \$115/night at the Days Inn Regina Airport West hotel.

473/19

TT/JJM to ratify that the Administrator and up to three members of Council attend the 2020 SUMA Convention in Regina from February 2 to 5, 2020 at a registration cost of \$450 per person, plus accommodations, meals and travel.

**CARRIED****MAYOR AND COUNCILLORS FORUM**

RL - Foreman and Councillor RL looked at the Lagoon. There could be more work done with riprap. Levelling pipes have been working fine. Dredging has not been done for quite a while, may have to look into this.

KD - Sportsplex: light has been installed in the stairway, 4Ds Electric is working on the Olympia room lighting and will provide a quote for timers on the radiant heaters.

- The Wolseley Lions Club Santa Day went well, as there were a lot in attendance which is good to see.
- The Sportsplex Board has a pay rate established for Garth Domokos when he works on weekends for the Board.
- Curling Rink: plant fired up good; rings will be installed this week. Water Truck is a big help. One furnace on the ice surface is not working. Kerr's Plumbing & Heating will be looking at repairing.
- Sportsplex Financial is looking good.

TT - Nothing to report.

JJM - Nothing to report.

RQ - Fire Department: a good presentation was put on by Plains Midstream regarding pipeline safety in the event of emergencies. The Compressor is at the Fire Hall and has been wired in, however there is still a little more wiring to be done. The new Ladder has been purchased and is now at the Fire Hall. Scott Pollock has indicated effective January 1, 2020, he wishes to step down to Deputy Fire Chief from Fire Chief, and suggested Randy Quintyn step up to assume Fire Chief.

474/19

GH/JJM that Randy Quintyn assume Fire Chief and Scott Pollock assume Deputy Fire Chief of the Wolseley Volunteer Fire Department, effective January 1, 2020.

*Councillor RQ abstains.*

**CARRIED**

CM - Foreman is busy working on remedying the OH&S items on the Notice of Contravention report.

- An additional propane tank has been purchased for the Sportsplex.
- Water Meter Reads are done.

GH - Nothing to report.

**UNFINISHED BUSINESS**

1. Town Lots Transfer in Exchange for Clay for Perley Road Rebuild: A small amendment to the Agreement regarding payment of the transfer fees was changed as the Town of Wolseley will cover all transfer costs of the said lands, as intended. The Agreement was signed by Tourigny. Upon satisfactory review of Council, and completion of the agreement, the Town's solicitor will prepare the transfer documents.

475/19

GH/RQ to sign Offer to Purchase (as amended) with Tourigny regarding the Town Lots Transfer in exchange for clay for the Perley Road rebuild.

**CARRIED**

2. Wolseley & District Care Home Project Inc. Transfer of Lots to Town: Transfer has been completed.
3. Wolseley Curling Rink Electric Defects: *Councillor KD reports this is a work-in-progress.*
4. Western Financial Group re: Follow-up to Insurance Questions: Council wishes to increase the value of the Swinging Bridge to \$500K; the Radar Speed Signs will be added to the policy for an annual premium of \$17; further questions about the Curling Rink ACV, if the value includes the ice plant and what it is covered for; Fire Suppression System has been inspected and we are waiting for the certificate and inspection report.
5. Nicor Holdings Lease Agreement re: Wolseley Archives & Insurance Premium on Contents:

476/19

KD/JJM to ratify the Lease Agreement changes with Nicor Holdings for the Wolseley Archives rental space in the Perley Building.

**CARRIED****NEW BUSINESS**

1. Occupational Health & Safety, Notice of Contravention: Administrator provided Council with the OH&S Notice of Contravention Report received from Jason Hilderman, OH&S Officer, from the inspection he completed November 25, 2019. Sixteen (16) items have been identified and a Progress Report is required within 5 business days of the date indicated in the “shall be remedied by” column, which is January 3, 2019. Among the 16 items to remedy, at a place of employment with fewer than 10 workers of one employer work, the employer shall designate a person as the occupational health and safety representative for those workers.

477/19

GH/RL to appoint the Chief Administrative Officer for the Town of Wolseley as the Occupational Health & Safety representative for the workers of the Town of Wolseley.

**CARRIED**

2. Zee Medical Inc. re: Fully Stocked First Aid Cabinets: Town Council identified areas where First Aid kits should be on hand. Town Shop, Sportsplex, Curling Rink, Town Hall/Opera House, Fire Hall. A First Aid Register was missing from the cabinet at the Town Shop. A First Aid Register is completed when someone uses an item or items from the first aid cabinet (i.e. an incident report). Administrator to look into costs for cabinets (i.e. maintenance fees, restocking fees, etc.).

**COMMUNICATIONS**

1. Hudson Energy re: Natural Gas Rates Program: *For informational purposes. Council not interested in a program at this time.*
2. Loraas Disposal re: Stop Service to Commercial Waste Disposal Client Due to Non-Payment: Loraas Disposal Representative reached out to the Town to let Town know that they have stopped service to a commercial waste disposal client due to non-payment. Their waste is starting to accumulate and Loraas is asking for the Town’s assistance in remedying this concern. The Town will draft a letter in accordance to our waste bylaw and have Council proof it prior to sending.
3. Canada Golden Fortune Potash Corporation re: Broadview Project Update: *For informational purposes. Council received a project update.*
4. Ministry of Government Relations, Community Planning re: Subdivision Application Certificate of Approval: For information purposes. The Subdivision Application between David Gwilliam (Reliance Financial Group) and the Canada Café has been approved.

5. Steven Bonk re: Channel Clearing: After the flood events in 2011 and 2014, many areas of the creek on Steve Bonk’s property were filled with sediment and are now blocking proper flow and are full of cat tails. Steven has been in contact with Water Security Agency (WSA) and they will approve a permit for channel clearing and are encouraging him to do so. Steven is seeking a letter of approval from the Town of Wolseley before undertaking any channel clearing or applying for a permit from WSA. Steven has indicated he will assume all costs associated with the channel clearing. Town Council discusses, and directs the Administrator to draft a letter of approval for Steven Bonk.

**IN CAMERA**

**478/19** CM/TT to go In Camera at 8:42PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following:

1. Emergency Management Organization Planning;
2. Staff Planning.

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

**CARRIED**

**479/19** RQ/CM to go out of In Camera at 9:27PM.

**CARRIED**

1. Emergency Management Organization Planning:

**480/19** GH/RL to continue Emergency Management Organization Planning.

**CARRIED**

2. Staff Planning:

**481/19** CM/TT to continue Staff Planning.

**CARRIED**

**ANNOUNCEMENTS**

- Next Regular Meeting of Council - Wed Jan 08, 2020 at 7:00PM at the Council Chamber (610 Varennes Street).

**ADJOURNMENT**

**482/19** JJM that the meeting be adjourned at 9:28PM.

**CARRIED**

Gerald Hill  
Mayor

Candice Quintyn  
Administrator