

**TOWN OF WOLSELEY
MINUTES
JANUARY 4, 2017**

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 January 4, 2017 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)	

ABSENT:

Councillor Stephen Scriver (SS)

CALL TO ORDER

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

AGENDA

1/17 RQ/KD that the Agenda be adopted as presented, with the addition of the Q4 RCMP Report.

CARRIED

MINUTES

2/17 RQ/CM that the minutes of the Regular Meeting December 21, 2016 be approved as presented.

CARRIED

DELEGATION #1: ROBERT SCHNEIDER re: FOREMAN REPORT

3/17 RQ/TK to hear Robert Schneider present the Foreman Report at 7:04PM

CARRIED

- Water Treatment Plant is operating well.
- The sewer lift was giving trouble - the float was stuck and the lift ran for over 24 hours. Frank Dolter was called to complete necessary repairs.
- Snow removal has been going well, Public Works are going to go out tomorrow and try to make some of the roads a little wider. There were some issues with the grader, as it wouldn't keep running. Figure it must be a solenoid issue and will get this looked at.
- Budget: street valves, hydrant, sidewalks, streets etc. Also, would like to increase the budget for the Water Treatment Plant to install new pumps that would save the Town money in the long run. Mayor Hill asks Rob for a list of streets that are priority. Rob has a list together and has submitted it to the Office. Rob would like to pave one street on both the North and South sides of the Canadian Pacific Railway.
- Rob discusses the potential for running a second water line under the water street bridge from Cairo Street to Richmond Street as a second water source for the North end of Town. The valve near the Town Hall/Opera House needs to be replaced. Would like to do one or two valves a year.
- Public Works has been looking for a ¾ Ton truck to replace what we had. Will also look into pricing for snow plow for loader and/or grader.

Robert Schneider leaves the Council Chamber at 7:23PM.

ACCOUNTS

4/17 CM/RQ that cheque #'s 15124 to 15130 totaling \$8,127.58 be ratified.

CARRIED

5/17 KD/JJM that cheque #'s 15131 to 15165 totaling \$48,528.85 be approved.

CARRIED

REPORTS OF ADMINISTRATION

1. December 2016 Bank Reconciliation:

6/17 JJM/CM that the Bank Reconciliation and notes for the period ending December 31, 2016 be approved as presented.

CARRIED

2. 2017 Wage Review: Administrator prepared wage recommendations for Assistant Administrator, Public Works Staff and the Landfill Supervisor for 2017.

7/17

TK/CM to accept the Administrator's recommendations for 2017 Wages for the following:

- Administrative Assistant, Angela Robertson - \$22.05 per hour
- Foreman, Robert Schneider - \$27.25 per hour
- Labourer, Mark Smith - \$22.05 per hour
- Labourer, Garth Domokos - \$19.95 per hour
- Landfill Supervisor, Leighton Baran - \$14.70 per hour.

CARRIED

Councilor JJM notes and recommends that in future, appraisals should be completed for employees prior to wage increases.

3. 2017 Pest Control Officer Appointments: Administrator had contacted the Pest Control Officers that were acting on behalf of the Town of Wolseley for 2016, and all individuals wish to be reappointed for January 1 to December 31, 2017.

8/17

TK/KD to appoint the following as Pest Control Officers for the Town of Wolseley from January 1 to December 31, 2017 and issue a letter of appointment to each officer outlining their appointment to act on the Town's behalf, and outline the term:

- Larry Hilderman;
- Ron Lyke;
- Dave McMain;
- Richard Solberg; and
- Barry Zimmer.

CARRIED

4. 2017 SUMA Registration Opens:

The 112th Annual SUMA Convention takes place in Saskatoon from Sunday, February 5 to Wednesday, February 8 at TCU Place. Hotel Rooms have been reserved at the Saskatoon Travelodge Hotel, where a shuttle service is available to and from the Convention. *Confirmed attendees include: Ken (Shar) Drever, Gerald Hill, and Jacquie Jacobs-Marshall.*

5. 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 had provided Council with the insurance documents for review at the December 21 regular meeting. Either Laurie Kelly or Sherrie Hazell from Western Financial Group will 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

CM - The Snowmobile Rally is this weekend and is coming along great. There is a Provincial Peewee game on January 9 at 7:00PM, and a Senior game (Grenfell Spitfires VS Indian Head Chiefs) on January 13 at 8:00PM. The Figure Skating Club is doing a bottle drive on January 28, 2017 - watch for further details.

RQ - Fire Department was called for a few accidents. The Town was paid for the livestock rollover, so cheques will be going out to all individuals who assisted the Fire Department that evening. Councilor RQ suggests writing a Thank You letter to include with their cheques.

- Councilor RQ was in discussion with Denton Keating regarding the Wolseley & District Hospital Trust and he noted the transfer of funds from the Hospital Trust will be completed prior to the amalgamation of the Health Regions. Everything seems to be on course with the Trust Fund.

- GH - Mayor Hill suggests that we should do some proactive planning regarding our facilities as he is of the belief that we should have three (3) doctors practicing in Wolseley, as well as making sure our hospital stays open. Suggests perhaps contact surrounding communities regarding how to keep the services we have, and improve them, as we need to start planning ahead. Councilor JJM also notes we need to keep our hospital open. We need doctors for hospital to keep critical care open. If the public helps us out to make noise, might help. Mayor Hill notes the Hospital and Nursing Home are the number one employers in Town. Councilor JJM says the region expressed they are actively recruiting, but asks how long does it take, what's the incentive for anyone to come? Mayor Hill suggests opening a dialogue with other communities, perhaps Ed Attridge could start it up being part of Community Development. Living in the city vs living in rural Saskatchewan was compared, and Mayor Hill expresses we are not at the same standard. Councilor JJM expresses we cannot go down without a fight. Councilor Drever expresses to focus on the positive; Councilor Kyle notes it's a good idea for Ed to take on. Mayor Hill states we should start now and be proactive. Ed will be approached to start up communications.
- JJM - The funds that we're holding back for the Town Hall/Opera House, there are no CIF Grants for 2017, no grants are available at all. Councilor JJM will talk to Councilor Scriver when he is back to see if putting \$20,000 in a reserve for the Town Hall would be feasible.
- Councilor JJM is in the process of gathering quotes for flower baskets for Sherbrooke and Front Streets. Will present to Administrator for the next meeting, and will talk to Foreman about watering and maintaining.
 - SaskPower light standards are too costly to repaint as there is a process. Councilor JJM notes it's their poles, so they should have to pay to keep them maintained.
 - The Caretaker at the Town Hall/Opera House has finished stripping/waxing the floor in the basement.
 - Mayor Hill suggests looking at paying our reserves back, especially the Fire Truck reserve as we are projecting a surplus.
- KD - Community Bonspiel is coming up, weekend of January 20th.
- TK - Councilor Kyle mentions he has Ed Attridge looking for Saskatchewan Heritage Foundation grants for the Courthouse. There is still some exterior stone work to be done (coins and lentils). Kurt is confident he can patch up the areas identified. We will work at getting a budget figure.
- Councilor Kyle talked to MLA Steven Bonk regarding the potential meeting with Council, him and the Health Minister. MLA Bonk has expressed concerns for our facilities as well. Councilor Kyle will touch base and find out when he plans meeting with Council.
- GH - Municipal Service Agreement (MSA) review next meeting with Ed Attridge Consulting Service. Ed can likely provide an executive summary and provide council an overview of previous discussions regarding the MSA.

9/17

JJM/TK to schedule Ed Attridge Consulting Service (ACS) to attend the January 18, 2017 regular meeting to review the Kahkewistahaw draft Municipal Service Agreement (MSA) and provide an executive summary, and that ACS reach out to Kahkewistahaw First Nation to start the MSA conversation prior to the special meeting Jan 25/17.

CARRIED

Councilor Drever questions if we should be notifying property owners adjacent to the lands in question with the MSA. Once all particular information is known, the Town would then go ahead with the next steps of notifying adjacent property owners.

- Mayor Hill discusses the Water Street Bridge: we know we need to do something there. Suggests we should do the engineering for it to know what costs will be. Perhaps get an invitational quote on engineering costs to start process to replace Water Street Bridge and Sewer Line. There are three (3) main components to consider: 1) Bridge; 2) Sewer Line; and 3) Potential Water Line. As Ed Attridge is involved as the Town's Community Development Consultant (CDC), Ed can prepare invitational tenders to three (3) engineering firms identified (Golder Associates, Zacaruk Consulting, and KGS MR2).

10/17

JJM/TK to have Ed Attridge Consulting Services (ACS) request quotes from Golder Associates, Zacaruk Consulting, KGS MR2 and Pinter regarding engineering costs for replacing the Water Street Bridge and finding a solution for the sewer line that is found under the Water Street Bridge.

CARRIED

Council project group: Councilors Ken Drever, Chris McBride, and Randy Quintyn

UNFINISHED BUSINESS

1. Statement of Policy and Procedure, Policy 01 - Purchasing Policy re: Discussion: Council discusses changes they would like to see put in place on the Purchasing Policy, as there was a discrepancy with how an item was handled with the Purchase Orders. Administrator investigated with several surrounding communities, and found they do not allow council purchasing power. After plenty discussion, council resolves to have the Administrator amend the policy to strike councilors from having purchasing power. A draft policy will then be put before council for approval.
2. Risk Evaluation Report re: SGI Canada: Town Hall: Public Works will look into the Boiler Room railing for the stairs. **Skating Rink:** Fire Inspection Certificates have been put up in a visible location; the holes in the commercial kitchen hood/canopy have been repaired with appropriate plugs; the domestic deep fryer has been discontinued; Frank Dolter has completed the necessary electrical installations for the deep freezer so extension cords will no longer be used; the Boiler Room will be looked into for meeting all fire separation requirements. **Water Treatment Plant:** The hot water heater relief valve has been extended with a pipe to a safe level above the floor; a contractor will be contacted to assess the deteriorated chimney base and provide the appropriate repair/replacement; and finally, Frank Dolter has replaced the extension cord with a permanent electrical circuit to supply power to the agitator and CL pump.

COMMUNICATIONS

1. RCMP Q4 Report: For information purposes, the Indian Head detachment has provided council with a copy of the Q4 Community Policing Report. There were 27 total calls and incidents the detachment dealt with from the period October 1 to December 31, 2016.

ANNOUNCEMENTS

- Next Regular Meeting of Council - Wednesday January 18, 2017;
- Closed Special Meeting of Council - Wednesday January 25, 2017 re: Kahkewistahaw 1907 Trust at 7:00PM at the Town Hall/Opera House.

NEW BUSINESS

1. **IN CAMERA** - Saskatchewan Workers' Compensation Board:

11/17

RQ/JJM to go In Camera at 9:13PM pursuant to Section 13 of *The Local Freedom of Information and Protection of Privacy Act*. Parties present: Mayor Gerald Hill, Councilors Chris McBride, Jacquie Jacobs-Marshall, Randy Quintyn, Ken Drever, Troy Kyle, and Administrator Candice Quintyn.

CARRIED

12/17

TK/KD to go out of In Camera at 9:31PM.

CARRIED

13/17 GH/TK to waive Workers' Compensation Board Certificate interest portion on Tax Roll # 554 000, totaling \$10,049.94.

CARRIED

14/17 RQ/CM to waive 5.0% portion of Workers' Compensation Board Certificate on Tax Roll # 554 000, totaling \$2,249.57.

DEFEATED

15/17 TK/JJM to waive interest on 2015 and 2016 Levy on Tax Roll # 554 000 totaling \$504.34.

DEFEATED

ADJOURNMENT

16/17 TK that the meeting be adjourned at 9:37PM.

CARRIED

Gerald Hill
Mayor

Candice Quintyn
Administrator