

**TOWN OF WOLSELEY
MINUTES
MARCH 01, 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 March 1, 2017 at 7:00PM.

PRESENT:

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

ABSENT:

Councillor Ken Drever (KD)

CALL TO ORDER

A quorum being present, Mayor Hill called the meeting to order at 6:58PM.

AGENDA

77/17 TK/CM that the Agenda be adopted as presented.

CARRIED

MINUTES

78/17 SS/TK that the minutes of the Regular Meeting February 15, 2017 be approved as presented.

CARRIED

ACCOUNTS

79/17 CM/SS that cheque #'s 15277 to 15284 totaling \$17,499.70 be ratified.

CARRIED

80/17 TK/JJM that cheque #'s 15285 to 15322 totaling \$43,711.83 be approved.

CARRIED

COURTHOUSE ACCOUNT

No accounts for approval at this time.

REPORTS OF ADMINISTRATION

1. **OATH OR AFFIRMATION - MEMBER OF COUNCIL:** As the Town of Wolseley adopted a Council Code of Ethics Bylaw, February 15, 2017; the Town Council is required to sign a new Oath of Office. Administrator prepared new Oath forms and has council sign. As Councillor KD is absent, Administrator will have Councillor KD complete his form at a later date.

2. **FEBRUARY BANK RECONCILIATION:** Administrator prepared the February Bank Reconciliation and notes.

81/17 JJM/CM that the Bank Reconciliation and notes for the period ending February 28, 2017 be approved as presented.

CARRIED

3. **AUDITOR UPDATE:**

a. *Motion to approve Vacation Days carried forward to 2017:* Section 13.03 of Policy No. 5, the Vacation and Leave policy, up to one year of annual vacation leave entitlement may be carried over from one fiscal year to the next fiscal year. Therefore, Administrator recommends council resolve to carry forward vacation days for employees

82/17 RQ/CM that the following vacation days be carried forward to 2017 for the following employees: Candice Quintyn 12 days; Angela Robertson 4.5 days; Robert Schneider 9.5 days; Mark Smith 0 days (MS used all his vacation days prior to 2016 year-end); Garth Domokos 14 days; and Leighton Baran 0 days (LB is paid vacation pay on each cheque).

CARRIED

- b. *Reserves*: Administrator prepared a spreadsheet identifying what is currently set up as reserves, and what is proposed. This is for information purposes only and can be discussed during Budget.
4. **INTERNAL/EXTERNAL REPORTING**: Administration has been busy with reporting which includes but is not limited to the following:
- 2016 Payroll T4s are completed and submitted to CRA online via WebForms;
 - 2016 WCB information has been sent away for the Town of Wolseley and the Wolseley Arena Board.

MAYOR & COUNCILLOR FORUM

- CM** - **Sportsplex**: There is a Junior C hockey team that will be starting up, and a spring camp is planned, but may not be until later in the fall.
- The RQRHR inspection report noted that air quality testing is a recommendation. There is a machine for carbon monoxide testing, which runs at a price around \$800.00+ and will look into this further.
 - The canopy in the kitchen is cleaned once a year, and it is recommended that it be cleaned twice a year.
 - The sewer keeps backing up in the rink due to sanitary products being flushed. Trevor Baran performed the sewer job as he was at the Sportsplex when it happened so we can expect an invoice for that. The Figure Skating club will be approached and other measures will be taken to prevent this from happening.
 - Evan Baran booked the Skating Rink for a children's hockey tournament for March 12.
 - Risk Evaluation Report: a description of the carpentry work will be forthcoming so we can tender our work to complete and do the Fire retardant coating.
 - **Public Works**: There was a water break on Richmond Street near 415 Richmond Street. The break was a service line that is now repaired.
 - Councillor CM went with Foreman to pick up the new truck in Saskatoon. Foreman figures Public Works could make use of the topper that it came with as it can store tools, etc. The Ford is up for sale, had a couple calls on it.
 - New blades were installed on the grader.
 - Councillor CM asked Councillor JJM re: Flower Pots if any further information was received. Councillor JJM expects the flower pots to be approximately 20-25lbs.
 - Public Works are doing painting at the shop and the lift station. The ballast was changed on the Curling Rink exterior light and is working now. The Town Hall/Opera House Christmas lights in the bell tower have been turned off, and the bell has been activated but we aren't sure if it works.
 - Well 3 has been changed to Well 4; working on getting the iron levels sorted out.
 - Town will look at hiring a student for strictly grass cutting rather than contracting grass cutting out like discussed previously. Look at posting for one student and one casual (seasonal) Labourer. Councillor JJM mentioned she is working on job descriptions to assist with the posting of the ads.
- RQ** - **Fire Department**: There is an outstanding invoice for Carry The Kettle from August 2016 that is just over \$1,000. They have been notified a number of times, and the person in charge has notified that the invoice has gone to their financing department for approval and that the Town should see a cheque soon.
- As Councillor KD is absent, the Open Bonspiel is on this weekend with fifteen rinks registered. It will be Friday, Saturday and Sunday. The Ice Plant was down a couple of times, and has been repaired (as noted in accounts for approval).
- JJM** - nothing to report.
- SS** - The 70th Anniversary of the Wolseley Memorial Hospital is coming up.
- Councillor SS discussed the rededication of the Spillway, and Mayor GH said he talked to M.L.A. Steven Bonk who will be in touch with Premier Wall.

- The Junior C Spring Camp may be postponed until a later date. For now, there is an interim board to oversee things and perhaps look at something in the fall.
- Councillor SS attended the Library's annual meeting. It is the longest serving library in Saskatchewan. They have done over \$1,000 of fundraising which included drawing sessions, astronomy sessions, etc.
- Regarding Public Access to council meetings, Councillor SS has investigated other communities and Kindersley has live-streaming in which 12-15 people watch live, and 150+ watch the archived meetings. There is a program called iCompass which is \$5,000/year plus lots of hardware, everyone has a microphone, and the area is approximately six times larger than Wolseley. The R.M. of Corman Park, No. 344 has a population around 8,000 and they just have mics in the room, no video. There is a committee working on it, gathering signatures and Councillor SS notes it will be turned over to them and have them present council with options.

- TK
- Councillor TK and JJM have chosen to opt out of the South Saskatchewan Vacation Guide 2017/2018 this year.
 - Dam Days is August long weekend. The Dam Days committee is looking at putting money towards expanding the beach. The Chairperson is pricing out sand, etc. The Dam Days Committee is looking for volunteers. Dam Days will be Friday night and Saturday night on the August long weekend due to low numbers of volunteers. There is a plan to organize a parade this year to commemorate Canada's 150 years.
 - Courthouse: The permit has been received for the "pod" addition for the Courthouse. It was a really quick response from the ministry. The Administrator did not receive a copy and asked Councillor TK to forward a copy of this permit for the Courthouse file. Now, as per February 1st meeting, Council had decided to go with the basic mechanical system for \$120,000; however, this quote is four years old, and did not include the bathroom or sprinkler components; therefore, the price is now \$270,000 for the basic mechanical system, and normally the mechanical engineers add 10% but it is going to be \$22,000 for the mechanical engineering fee, an increase of \$9,000.

83/17

TK/SS that Town Council approve mechanical systems design fee change for the Courthouse from \$120,000 to \$270,000 for the basic system and that the mechanical engineers fee is increased from \$13,000 to \$22,000.

CARRIED

- GH
- Mayor GH questions when budget will take place, Administrator says approximately mid-March - we do not have assessment package from SAMA yet, or budget figures from the provincial government regarding Revenue Sharing.
 - Councillor SS has been asked to do a quick report for the Wolseley Bulletin on meeting with Health Minister, Jim Reiter and M.L.A., Steven Bonk. Wolseley was one of three communities they were attending that day. Our concerns were discussed and if anything, a relationship was established with the Minister and M.L.A. Bonk.

UNFINISHED BUSINESS

1. Risk Evaluation Report re: SGI Canada: Nothing new to report.
2. Quote for Services: Capital Fire Protection vs. Bison Fire Protection: Capital Fire Protection is in the process of re quoting according to the number of extinguishers we have.

NEW BUSINESS

1. Fleury Wagon Committee: Financial Statement for 2016 was provided to council for information purposes.

COMMUNICATIONS

1. Lynn Keating re: 70th Anniversary of Wolseley Memorial Union Hospital:
Councillor SS will ask Lynn about costs/budget for the event.

84/17

TK/JJM that the Town waive the Town Hall/Opera House rental fee of \$465.00, as a donation, for the 70th Anniversary of the Wolseley Memorial Union Hospital celebration.

CARRIED

2. SaskTel re: LTE Coverage Expanded to Wolseley: For Information Purposes.

3. Matharu Gursewak Singh re: Request to Waive Wolseley Fire Department Invoice: Individual requesting to waive the Wolseley Fire Department invoice for jack-knifed semi-trailer on highway one.

85/17

JJM/GH to waive Invoice #2017-00180 totaling \$658.00 for a Fire Department Call Out.

DEFEATED

ANNOUNCEMENTS

- Next Regular Meeting of Council - Wednesday March 15, 2017.

ADJOURNMENT

86/17

CM that the meeting be adjourned at 8:41PM.

CARRIED

Gerald Hill
Mayor

Candice Quintyn
Administrator