

**TOWN OF WOLSELEY
MINUTES
MARCH 15, 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 15, 2017 at 7:00PM.

PRESENT:

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

ABSENT:

Councillor Chris McBride (CM)

CALL TO ORDER

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

AGENDA

87/17 SS/JJM that the Agenda be adopted as presented, with the addition of "In Camera: Hospital Update".

CARRIED

MINUTES

88/17 TK/JJM that the minutes of the Regular Meeting March 1, 2017 be approved as presented.

CARRIED

ACCOUNTS

89/17 KD/SS that cheque #'s 15323 to 15329 totaling \$7,896.56 be ratified.

CARRIED

90/17 TK/KD that cheque #'s 15330 to 15349 totaling \$29,383.12 be approved with the exception of cheque # 15349.

CARRIED

Councillor RQ declares a pecuniary interest and leaves the Council Chamber at 7:06PM.

91/17 SS/KD that cheque # 15349 payable to Wolseley Service Ltd. totaling \$264.86 be approved.

CARRIED

Councillor RQ returns to the Council Chamber at 7:06PM.

COURTHOUSE ACCOUNT

No accounts for approval at this time.

REPORTS OF ADMINISTRATION

1. **OFFICE UPDATES:**

- *Outstanding Utilities Reminders* - Administration has been calling those with outstanding utilities to get them caught up prior to the next billing. Most have made payment arrangements.
- *First Quarter Utility Building* - Reviewing changes to ensure all accounts are accurate prior to printing the Meter Reading Report.
- *Assessment Processing* - Administrator has started the Assessment Processing Checklist to upload Saskatchewan Assessment Management Agency's assessment package.
- *2017 Budget* - Administrator requires all budget papers from councillors.

As Councillor CM is absent, Administrator reports the Town's 2003 Ford F250 S/D Supercab has sold, effective Monday March 13, 2017 for \$4,000.00 cash. It has been removed from our policy, as the license/registration has been cancelled and we will be getting \$384.00 back as it was registered until July 2017.

- *Courthouse Financial Overview* - Administration has been working diligently on a financial overview of the Courthouse Rehabilitation Project in its entirety. Administrator provided council with a copy of the overview for information purposes.

MAYOR & COUNCILLOR FORUM

GH - Administration brought up the concern for keys being held by those other than municipal employees to access the municipal office as the office houses many sensitive documents. Through reviewing internal controls, Administrator found that Municipal Affairs frowns upon anyone other than municipal employees having access to a municipal office. In a discussion with one Municipal Advisor, it was suggested that a resolution could be sought at a council meeting to note individuals other than municipal employees who can have access.

Councillor JJM requests a recorded vote for the following resolution.

- 92/17** JJM/SS that Mayor Gerald Hill and Deputy Mayor Troy Kyle have keys to the municipal office.
FOR: JJM, SS, TK, GH
AGAINST: RQ, KD

CARRIED

- Discussion regarding access to the municipal office for other organizations took place.

Mayor GH requests a recorded vote for the following resolution.

- 93/17** SS/KD that Town Council directs organizations other than Town Council to the Town Hall/Opera House Lower Level for future meetings.
FOR: RQ, JJM, KD, SS, GH
AGAINST: TK

CARRIED

- All organizations that have had meetings in the Council Chamber, which will now be redirected to the Town Hall/Opera House Lower Level, will be free of charge as if they're using the municipal office.

RQ - Fire Department: there have been issues with the new paging system in Prince Albert. The paging system still works, it is just set as having a variation of numbers rather than one designated number. For smartphones, you are able to set a distinctive ringtone for certain numbers should a fire call come in. They have IT working it out.

- There is still a fire invoice outstanding with Carry The Kettle First Nation. The person in charge will be notified.
- Councillor JJM questions if or why we couldn't purchase a used Fire Truck. Councillor RQ responds that buying used, a person does not know if pumps have had problems, and therefore they would have to be taken apart and investigated. A Fire Truck is not something a municipality or department should buy used. Councillor JJM questions if a tour of the facility can occur to see everything. Councillor RQ notes there is a Fire Meeting on Monday March 20 at 7:00PM if anyone was interested.

JJM - Lease of Hay Land known as "The Bradley Property" is coming up for tender as the current lease expires May 30, 2017. Councillor JJM has prepared draft tender documents for council review.

- 94/17** RQ/JJM that Administration receives the sealed tenders for the Bradley Property by 5:00PM on Thursday, April 13 and that the sealed bids are opened at the April 19, 2017 regular council meeting.

CARRIED

- Councillor JJM presented council with a hierarchy chart regarding the Towns organizational structure. Questions arose regarding how or when this would be used and clarification regarding the structure.

95/17 KD/SS that the discussion regarding the hierarchy be tabled.

CARRIED

- Councillor JJM provided council with a copy of an email correspondence dated January 26, 2017 from Ed Attridge regarding the Hospital Trust Agreement Review. As questions arose, and uncertainties were had by both Administrator and members of council, the purpose of the following motion was to gather answers from the individual who happened to be sitting in the public gallery.

96/17 KD/TK to hear Denton Keating discuss clarifications regarding the Wolseley & District Hospital Trust Fund at 7:52PM.

DEFEATED

- As more questions arose, Administrator suggested that the information the Town had on the Wolseley Hospital Trust Fund file could be digitally sent to members of council for review.

A disruption in the Public Gallery caused Mayor GH to call for a five (5) minute recess at 8:05PM.

Councillor RQ leaves the Council Chamber at 8:10PM.

Mayor GH calls the regular meeting back to order at 8:17PM.

- KD** - Curling rink had a successful Open Bonspiel as there were fifteen (15) teams registered. The wind-up is March 31st. There were a couple of plant repairs that the Town had initially paid; however, the Wolseley Curling Club has reimbursed the Town for those expenses (less GST).
- Jubilee court is getting quotes to redo the boilers and looking at new paint. They've chosen to stay with Capital Fire Protection with the Fire Extinguisher inspections. There are thirteen (13) individuals on the waiting list to get a room at Jubilee Court.
 - Councillor KD sent an email correspondence regarding the Water Street Bridge. This is for information purposes as we await the return of Councillor CM.
 - The Sportsplex is winding down now.
 - Councillor KD recalls discussing Capital Asset Management at SUMA. The Town of Wolseley already has Tangible Capital Assets started, we would just need to figure out life expectancy, what needs to be replaced, etc. The Town will have to set aside money for the larger projects. This would only be a matter of expanding on the list we already have started. The SUMA website has information on infrastructure assets.

97/17 KD/TK that the Town of Wolseley work on implementing a comprehensive asset management plan.

CARRIED

- Councillor KD mentions the sump pump is still sitting at the Town Shop and enquired what was happening with it.

98/17 KD/TK to advertise a tender for the sump pump installation at the Courthouse in the paper.

CARRIED

- SS** - Marty Happy - Highway Tourist Booth Sign - Marty will be making brochures and adding some information.
- The Hockey Camp for the Junior C Mustangs went well; there were 20 skaters and 2 goalies. There was a scrimmage that took place, and it looks like there will be good possibilities for the fall. The Junior C Mustangs will be a part of the Qu'Appelle Valley Junior Hockey League (QVJHL).

- Town Hall: It was brought to Councillor SS attention that the “baffles” on the stage lights need to be adjusted as they wash out the stage performers when it is being video recorded. As we are unable to reach the stage lights with anything, a lift would have to be rented and a company would have to come out to adjust the lights which would be costly. If more work was required for the stage lights, we could justify having a lift rented and a company coming out.
 - Electrician Frank Dolter and Councillor SS took a look at the Town Hall/Opera House Bell. There seems to be something mechanically wrong with it. Councillor SS will talk to Foreman to see if there is anything we can do to fix it.
 - Jubilee Court: raises were given to Joanne Bonnor and Andrew Woodrow. They’ve replaced lights in the halls, and are starting to talk about building replacement as the current building was built in 1965.
 - The Wolseley Branch Library is the longest continuous lending library in the Province (123 years).
- TK**
- The Official Heritage Alteration Permit is in hand now, and no further updates with that.
 - There was a hospital lobby group special meeting that will be discussed more In Camera. Right now there is hope to find a third doctor for Wolseley. The group is confident the hospital will be staying open, and our doctors won’t get burnt out.
 - Councillor TK requests that council receive a blanket-email for when the Administrator is absent.

UNFINISHED BUSINESS

1. Risk Evaluation Report re: SGI Canada: Nothing 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. Nothing further to report.

NEW BUSINESS

1. Bylaw Enforcement Report - Feb 16/17: For information purposes. Councillor JJM notes that reports for November, December and January were not brought to Council. Administrator will send these via email to council for review and information purposes.
2. Commissionaires South Saskatchewan - Contract Renewal Information: The Bylaw Contract the Town currently has expires on April 30, 2017. To renew based on the same service, the costs would be \$5,602.80. There would be no price increase, so same as previous year. This includes: May 1 to Sep 30 - 22 weekly visits of 4 hours and; Oct 2 to Apr 30 - 7 monthly visits of 4 hours. Council suggests to Administrator to find out what the cost would be if the Town were to go with biweekly visits from May to Sep. Gerry Syrota and our Bylaw Enforcement Officer have agreed to attend our next regular council meeting, April 5 at 7:10PM to discuss anything further.

COMMUNICATIONS

IN CAMERA

99/17 SS/KD to go In Camera at 8:58PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the Lease and Purchase Agreement between Robert Taylor and the Town of Wolseley; as well as, a Hospital Update. Parties Present: Mayor GH, Councillors JJM, KD, SS, and TK and Administrator CQ.

CARRIED

100/17 TK/JJM to go out of In Camera at 9:40PM.

CARRIED

101/17 KD/SS to table discussion regarding Robert Taylor-Town of Wolseley agreement until all members of council have had a chance to consider the agreement.

CARRIED

102/17 TK/KD to arrange to meet with the Rural Municipality of Wolseley, No. 155 hospital representatives prior to March 30th Regional Health Initiative meeting.

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council - Wednesday April 5, 2017.

ADJOURNMENT

103/17 KD that the meeting be adjourned at 9.43PM.

CARRIED

Gerald Hill

Mayor

Candice Quintyn

Administrator