

**TOWN OF WOLSELEY
MINUTES
APRIL 17, 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 April 17, 2019 at 7:00PM.

PRESENT:

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

ABSENT:

CALL TO ORDER

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

AGENDA

152/19 CM/JJM that the Agenda be adopted as presented. **CARRIED**

MINUTES

153/19 RQ/JJM that the minutes of the regular meeting April 03, 2019 be approved as presented. **CARRIED**

ACCOUNTS

154/19 TK/KD that cheque #'s 17372 to 17379 totaling \$9,001.09 be ratified. **CARRIED**

155/19 CM/SS that cheque # 17380 totaling \$2,643.18 be ratified. **CARRIED**

156/19 RQ/SS that cheque #'s 17381 to 17382 totaling \$414.29 be ratified. **CARRIED**

157/19 KD/RQ that cheque # 17383 to 17390 totaling \$9,417.18 be ratified. **CARRIED**

158/19 JJM/TK that cheque # 17391 to 17409 totaling \$14,353.55 be approved. **CARRIED**

159/19 CM/KD that the Statement of Financial Activities detailed for the period ended March 31, 2019 be approved as presented. **CARRIED**

REPORTS OF ADMINISTRATION

1. Utilities Update: As of Monday April 15, one hundred fifty-four (154) utility accounts remain outstanding. Twenty-eight (28) accounts have balances that are Over 90 Days ranging from \$0.04 to \$1,406.12.

Administrator recommends sending Final Notice letters to those with significant balances Over 90 Days. Nineteen (19) of these accounts have been identified as receiving a Payment Reminder Notices at the beginning of March. If Final Notice letters are sent to the 19 accounts that are Over 90 Days, Administrator would ask that council resolve the following motion:

160/19 CM/RQ to send Final Notice letters to the following Utility Accounts to make payment or arranged payments by April 30, 2019; if no contact is made by then, services will be disconnected May 1, 2019: 9-0040, 280-0010, 466-0060, 111,295-0010, 420, 325-0050, 303-0010, 121-0050, 121-0060, 554, 394, 207-0080, 175, 276, 80-0030, 81, 205, and 15-0030.

CARRIED

2. Office Updates: Gas Tax: Administrator has been working on reconciling the Gas Tax Fund (“GTF”) allocation with reporting and submitting projects to use the ‘*Unspent Funds*’ that Gas Tax has sent to the Town.

As at December 31, 2018, GTF has allocated a subtotal of \$213,913.69 to the Town of Wolseley. The Town received its second installment for 2018-19 totaling \$27,043.20 on March 22, 2019.

Our total, minus the now completed IIP to replace one hydrant and two water main valves (\$3,180 - submitted on the 2018 MAER) is now at **\$237,776.89** as of April 11, 2019.

A project has been submitted for the *Gordon Street Sewer Main Re-Lining* that was completed in November 2018. Once the application has been reviewed and a decision made, they will be in contact with us to indicate the outcome. If accepted, the project total will bring the GTF balance down by \$58,300.

Another (two-part) project will be submitted for the *Water Main and Storm Sewer Replacement* which was done in early December due to the significant water main break on Richmond Street where the Town had to do an ultimate replacement of 140 feet of 6” water main and 30 feet of 18” storm sewer, along with two water and sewer service connections. Administrator was recently contacted to resubmit the project but to split it into Drinking Water and Wastewater categories on two separate IIPs. If accepted, the project total will bring the GTF balance down by \$30,594.

Budget: Working on Levy Estimates for Budget; as well, Administrator is going through all the accounts and making some changes. Administrator has talked with some members of Council for budget cuts in their portfolio areas. Administrator encourages members of council to review their projects for 2019, and if they can defer any to the next fiscal year. In order to budget a surplus, we require approximately \$40K. Payroll numbers were estimated and budgeted according to 2018 rates - *Do we need to allow for an increase? If so, the number to budget a surplus will be higher than \$40K.*

MAYOR AND COUNCILLORS FORUM

TK - The Tourist Booth Contractor advertisement should be placed early next week with the same information as last year; with a deadline to apply by Monday May 13, 2019. The contract start date will be May 17, 2019 ending September 1, 2019.

- The sign for Commercial Lots For Sale has been installed adjacent to the Garnet Street service road near the industrial park sewer lift station.

SS - Twenty-one (21) volunteer organizations were initially identified in Wolseley; after speaking with some, more organizations were mentioned which turned out to be thirty (30) volunteer organizations that are in Wolseley. A representative from each volunteer organization will be invited to attend the FREE Recreation Workshops that will be happening at the Wolseley Sportsplex on Saturday April 27 from 10AM to 3PM (includes coffee and catered lunch), and Saturday May 4 from 1PM to 4PM (includes coffee and goodies). The workshop presenters are Tara-Leigh Heslip (Community Development Consultant) and Dan Gallagher (Field Consultant with SPRA).

- The Arcola Recreation Workshop has been cancelled.
- The Mustangs Hockey Club awards night will take place the evening of April 27, 2019.
- Received a bit of information regarding impacted sites for abandoned lots and how there is financial support for that. Councillor SS will look into further if any benefit for Town.

KD - Curling Rink received a quote from 4Ds Electric to install the brine pump motor overload switch. The Curling Rink will pay for this.

- Sportsplex: the ice is receding, will have to plan for a cleanup some weekend. There are still four (4) keys out for the Rink.

JJM - Nothing to report.

RQ - Councillor RQ would like to get the Water Tanker inspected in Grenfell to see what it needs in order to become licensed. The water tanker is still under the Town's insurance as Fire Department, and therefore it would not need a permit to travel to Grenfell for an inspection.

161/19

RQ/GH to take Fire Department Water Tanker to Schlamp's Tire in Grenfell for Vehicle Safety Inspection for a cost of \$200.00 plus applicable taxes.

CARRIED

- A Fire Meeting was held on Monday evening; fire fighters did practices. The Fire Department was called out to Carry The Kettle First Nation for a grass fire. The reel mounted on the Chev truck works great. Another Fire Call was near the Wolseley Landfill, where a farmer's fire got away on him.
- Councillor RQ would like to see Richmond Street repaired, which means the Town will likely have to dig out where the trench was and refill with dry clay. The trench was filled with frozen lumps of clay due to extreme weather which is causing the road to be unsettled.
- There is a totally dead evergreen tree across the street from the Beach Washroom facility that should be removed.
- Public Work should look at repainting the crosswalks for the spring/summer.

CM - Golf Club: Annual General Meeting is at the Clubhouse on Thursday April 18 at 8PM. Elections for an executive will occur.

- Public Works: Divers were out today to clean the reservoirs at the Water Treatment Plant; the crew is keeping busy with street sweeping and monitoring leaks.

GH - 'Pitch In' day is April 27 starting at 1PM. The group will do a BBQ after to thank all the volunteers. Thanks to the Lion's Club for their donation.

- The RM has a brand new fuel tank and pump for the back of a truck; it is a plastic self-contained unit and the RM would sell it for what they purchased it for at \$715 with PST. Will talk to Foreman about it and see where it would fit best. Table until discussion with Foreman.
- Budget: Council is encouraged to review projects for any projects that can be deferred to next fiscal year.
- Mayor GH revisits the speed and dust issues that are on Cherry Street; instead of creating divots in the road, may be better to install removable speed bumps and signage.

UNFINISHED BUSINESS

1. Sportsplex Fire Alarm Inspection - Quote from Troy Life & Fire Safety: No further updates. Troy Life & Fire Safety is supposed to get back to us with when a service technician will be out this way to install the new bell. Administrator will touch base.
2. Wolseley Cemetery: *Nothing to report.*
3. Statement of Policy & Procedure: Policy No. 05 - Workplace Leave: *Nothing to report.*
4. Statement of Policy & Procedure: Policy No. 26 - Procurement Policy: *Nothing to report.*

NEW BUSINESS

1. TAXervice re: Titles Transferred to Town of Wolseley: For information purposes, the Town of Wolseley is now the registered owner of the four (4) lots behind Banbury Place. Administrator will inquire with TAXervice regarding the 2019 Levy and when the properties can be put up for sale by tender.
2. Wolseley & District Care Home Project re: Sale of Supplies: The Foreman has corresponded with the Wolseley & District Care Home Project regarding assets they have for sale. The Town could use their two 4-Hole manhole bases, two 4-Hole manhole lids, two 4" concrete risers (cone), one 8" concrete riser and one hydrant (and stem) for a total price of \$1,553.00.

- 162/19 to purchase manhole bases, lids, risers and hydrant for \$1,553.00 from the Wolseley & District Care Home Project Inc.

CARRIED

COMMUNICATIONS

1. Prairie Valley School Division #208 re: Dr. Isman Elementary School Occupancy Loads: The Town of Wolseley has no authority to determine occupancy loads and therefore will refer PVSD to the Fire Commissioner's office where a Fire Marshall will be able to assist them.
2. Prairie Valley School Division #208 re: Wolseley High School Occupancy Loads: The Town of Wolseley has no authority to determine occupancy loads and therefore will refer PVSD to the Fire Commissioner's office where a Fire Marshall will be able to assist them.
3. Jennifer Loveridge re: Use of Field by Skating Rink and Ball Diamonds: Council deliberates the request from the Elcapo Light Horse 4H Club to use the area by the ball diamonds to host an equine polo-cross clinic.

- 163/19 KD/CM to accept the request from the Elcapo Light Horse 4H Club to use the area by the ball diamonds to host an equine polo-cross clinic.

DEFEATED

4. Ministry of Highways and Infrastructure re: Area Intersection Lighting, Wolseley West Entrance: For information purposes - The Ministry of Highways and Infrastructure (MHI) completed a turning movement study in June 2018 to determine if the area intersection lighting was warranted at the intersection. The location meets the requirements for area intersection lighting. Therefore, MHI has entered this lighting project into their Safety Improvement Program (SIP) to be installed when funding is available. Projects within SIP are ranked and prioritized to determine which projects will be completed each year. In cases where there is a partnership agreement, the project is able to be expedited.

IN CAMERA

- 164/19 TK/SS to go In Camera at 8:06PM pursuant to Sections 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following:
- 1) Wolseley Sportsplex Lift Project.

Parties Present: Mayor GH; Councillors TK, SS, KD, JJM, RQ, CM; and Administrator CQ.

CARRIED

- 165/19 JJM/KD to go out of In Camera at 8:26PM.

CARRIED

- 1) Wolseley Sportsplex Lift Project:

- 166/19 KD/CM that the design on the lift project for the Sportsplex be approved as presented.

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council - Wed May 01, 2019 at 7:00PM at the Council Chamber (610 Varennes Street).

ADJOURNMENT

- 167/19 JJM that the meeting be adjourned at 8:29PM.

CARRIED

Gerald Hill
Mayor

Candice Quintyn
Administrator