

**TOWN OF WOLSELEY
MINUTES
MAY 15, 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 May 15, 2019 at 7:00PM.

PRESENT:

Mayor Gerald Hill (GH)	Councillor Jacquie Jacobs-Marshall (JJM)
Councillor Stephen Sriver (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

183/19 CM/RQ that the Agenda be adopted as presented. **CARRIED**

MINUTES

184/19 SS/TK that the minutes of the regular meeting May 01, 2019 be approved as presented. **CARRIED**

ACCOUNTS

185/19 RQ/CM that cheque # 17449 to 17456 totaling \$9,031.46 be ratified. **CARRIED**

186/19 TK/JJM that cheque #'s 17457 to 17458 totaling \$3,075.08 be ratified. **CARRIED**

187/19 KD/CM that cheque #'s 17459 to 17476 totaling \$23,444.30 be approved. **CARRIED**

188/19 KD/RQ that the Town of Wolseley invoices the Wolseley Arena Board for the SaskTel billing totaling \$113.10. **CARRIED**

DELEGATION #1: DIANNE EALEY re: SEWER SERVICE LINE

189/19 CM/JJM to hear Dianne Ealey at 7:08PM regarding her Sewer Service Line. **CARRIED**

- Sewer issues continue at Dianne's sewer service line. Tree roots are the issue.
- Dianne expresses she is tired of living this way, there are health and safety issues with this problem. Insurance will only pay for portion on her side, but won't pay for the Town's portion; Dianne cannot afford to pay the Town's portion.
- Looking at replacing the sewer line entirely or a complete reline. Depending on cost, Dianne would rather have a reline done so the ground isn't disturbed.
- Mayor GH suggests getting estimates to start with to see what it would cost. The Utility Service Management Bylaw (Bylaw No. 01-2016, section 4.13) states: *the cost of subsequent repairs and/or replacement of an existing sewer service line from the Town of Wolseley's sewer main line, up to and within the premises, shall be borne by the Property Owner.* Though the Town is not responsible, costs need to be known before any further discussion takes place.
- Dianne explains that the sewer service line needs to be cleaned up to 3 or 4 times per year, but always at least once per year.

Dianne Ealey leaves the council meeting at 7:17PM.

STATEMENT OF FINANCIAL ACTIVITIES

190/19 CM/SS that the Statement of Financial Activities detailed for the period ending April 30, 2019 be approved as presented.

CARRIED**REPORTS OF ADMINISTRATION**

1. April Bank Reconciliation: Administrator prepared and presented the bank reconciliation and notes for the period ending April 30, 2019.

191/19 JJM/TK that the bank reconciliation and notes for the period ending April 30, 2019 be approved as presented.

CARRIED

2. Utility Updates: Payment Reminder Notices were sent out at the beginning of the week to everyone whose accounts remain outstanding after the deadline of April 30, 2019. Total outstanding utility accounts are \$11,533.15.

Out of 19 letters that were sent April 18, 2019 for Final Notice, 5 accounts have been paid in full. The remaining 14 accounts have made payments and/or payment arrangements.

3. Letter of Direction to TD re: Transfer Reserve Funds: In October 2017, Council set aside \$5,000 in the Transportation Services reserve account for use in 2018 Budget for the Town Shop Exterior Renovation. As this work was completed, the \$5,000 should be transferred to the General Operation bank account to offset some of these costs.

192/19 JJM/KD to transfer \$5,000 from the Transportation Services reserve bank account to the General Operating bank account to offset costs regarding the Town Shop Exterior Renovation done in 2018.

CARRIED

4. Website Upgrade Information: The Town will be looking at upgrading its website from one Content Management System to another. The cost will increase from \$30.45/month to \$55.00/month regardless of the upgrade. Vital Effect will be contacted to work on upgrades. (*See Reports of Administration - May 15, 2019 in Minutes for Full Report*)

MAYOR AND COUNCILLORS FORUM

RQ - Safety Inspection was yesterday for the Fire Department Water Tanker truck. Details for repairs have been presented in an estimate from Wolseley Service (Estimate # 7459). The cost for the inspection is \$200.

Councillor RQ declares a pecuniary interest and leaves the council meeting at 7:32PM.

193/19 KD/SS to go ahead with Estimate #7459 from Wolseley Service Ltd. for \$731.02 for repairs to the 1974 GMC 6500 Series water tanker truck.

CARRIED

Councillor RQ returns to the council meeting at 7:36PM.

- There was a house fire in Town at 402 Banbury Place, the Fire Department managed to save the house; however, the car garage was destroyed. The fire fighter turnout wasn't the greatest as it was during the day (most fire fighters commute out of Town for work).

JJM - Quote received from Beliveau Construction to finish the ceiling in the main foyer of the Town Hall/Opera House and install pot lights. Quote totals \$7,627.75 and is good for 90 days.

194/19 JJM/SS to move forward with Beliveau Construction estimate for ceiling tile, pot lights, etc. at the Town Hall/Opera House for quoted price of \$7,627.75.

Councillor RQ abstains from voting.

CARRIED

- KD** - Wolf Creek Jubilee Court financials are at the Office.
- Sportsplex ice surface needs cleaning; no decision has been made on the Caretaker Agreement.
 - Horticulture Society looking for volunteers to water flower pots; they are expected to arrive the first week of June.
 - The Tender for the rebuild of Perley Road has been awarded to Duncan Construction; the Town's portion is approximately \$45,000, but there will be extras. The RM advised that the Budget number of \$75,000 should be maintained to allow for the anticipated extras such as gravel, slope staking, etc. The project will be completed by July 31 (weather permitting); The RM will be handling all the details of the project.
- SS** - Ten individuals attended the second Parks and Recreation workshop; May 28th we can expect a report, which will be presented at the Gallery.
- There is a crew of volunteers planning to do cleanup of the ice surface at the Sportsplex tomorrow
 - There is an Acting Workshop for drama enthusiasts coming to Town on Thursday May 23, at the Town Hall/Opera House.
 - There is a Library Meeting next Tuesday.
 - The ducks will be picked up soon and returned to Fairly Lake over the summer; there are only six ducks remaining as three perished over the winter.
- TK** - Councillor TK is getting ready for the photo contest for June 1st. A write up will be done for the Website and Facebook. There will be prizes for the Top 3 winners; we hope to get some great photos of Wolseley.
- Soccer is going in Wolseley again.

195/19

TK/CM to order a port-a-pot to place at the Sportsgrounds.

CARRIED

- Blake Dureault and Dion Cieckiewicz have been instrumental in getting soccer going again. Big thanks to them, as well as Penny Miles and April Dahnke.
- CM** - Public Works: Cleartech was out to calibrate filters at the Water Treatment Plant.
- Crack Sealing is done. Lyke Farms is hauling gravel.
 - Councillor CM would like to get control of the algae in Fairly Lake before it starts growing out of control.
 - The Fountain and Duck House have been placed in Fairly Lake; the pressure system for watering flower beds at the Courthouse is in place.
 - Dust Control is lined up for next week.
 - The Town of Whitewood came to Wolseley to test their leak detection unit to see if we can find out where the leak is coming from out of the Spillway storm sewer. The leak could very well be a service connection between the Leland Hotel and Rexall Drugs.
 - Ball Diamonds have had some maintenance and repair done to some of the boards on the bleachers.
 - Reminder about the Golf Club Pancake Breakfast on June 2 starting at 9:00AM.
 - The water is turned on at the Golf Course Clubhouse and Beach Washrooms, but it is frozen at the Tourist Information Centre. The Tourist Booth won't be able to open until the line is thawed.
 - Councillor RQ notes that now that the Water Treatment Plant leak is repaired, a new pipe was put in with slight angles, rather than the couple of 90 degree angles that were in the old pipe, and the flow rate is higher with the new pipe.
 - Councillor CM reports on the water leaks that were repaired; the valve at First Avenue/Water Street and the leak at Varennes Street/Claude Street were repaired in one full day.
 - Mayor GH notes we are still waiting for Municipal Utilities to do repairs on Well #4.
- GH** - Horticultural Society had a meeting last night. Flower beds have been assigned to volunteers of the committee. There is a need for more volunteers for watering. The Sea Cadets will be involved and will create a flower bed shaped as an anchor. A BBQ Fundraiser is planned for June 12 at G & D Meats. The funds raised will help offset costs of the Horticultural Society.

- Received proclamation request to proclaim the month of June as “Recreation & Parks Month” where communities encourage recreation and parks usage.

196/19

GH/SS that the Town of Wolseley, in recognition of the benefits and values that recreation, parks and leisure services provide, does hereby designate the month of June as *June is Recreation & Parks Month*.

CARRIED**UNFINISHED BUSINESS**

1. Sportsplex - Air Quality Monitors Update: The Air Quality Monitors will be delivered this weekend.
2. Wolseley Cemetery: *Nothing to report.*
3. Statement of Policy & Procedure: Policy No. 05 - Workplace Leave: Mayor GH and Administrator have been working on the draft Workplace Leave Policy. The draft will be sent out to Council for review via email, and will provide it at the next meeting.
4. Statement of Policy & Procedure: Policy No. 26 - Procurement Policy: *Nothing to report.*

NEW BUSINESS

1. 2019 Tourist Booth - Contract Bid Reviews:

Councillor JJM declares a pecuniary interest and leaves the council meeting at 8:13PM.

Three applications have been received for the 2019 Tourist Booth Contract.

197/19

TK/CM that the Town of Wolseley enters into a Contract Agreement with Taylor Marshall for bid price of \$1,900.00 per month for the 2019 Tourist Booth Contract season.

CARRIED

Councillor JJM returns to the council meeting at 8:18PM

2. Beach Washrooms - Request to Mulch SplashPark Area: Councillor CM spoke with the Baran’s regarding their request; they have the tools to complete the mulching, they just need to know how deep the lines are. The Baran’s were given permission to mulch the SplashPark area.
3. Sportsplex Accessibility Tender: Council reviewed the Tender Package; the dates will have to be changed accordingly.

198/19

KD/RQ to advertise the Tender for the Wolseley Sportsplex Accessibility Project as follows: send to local contractors, local newspaper, website/social media, and SaskTender website.

CARRIED

4. Proposed 2019 Budget: Proposed draft of the 2019 fiscal budget was presented with a budgeted surplus of \$1,077.

199/19

GH/JJM that the Town of Wolseley adopts the 2019 Budget, with a surplus of \$1,077.00, as presented.

CARRIED

5. DRAFT Bylaw No. 01-2019, The 2019 Tax Rate Bylaw: The Tax Rates Bylaw for 2019 was presented for Council consideration. The Bylaw has the same rates as the prior year. Minimum Tax Land \$560; Minimum Tax Improvements \$780; Mill Rate 11.000; Mill Rate Factors for Ag: 0.8525, Res: 0.9825, Comm: 1.300. The only case of an increase would be to those whose assessments changed for 2019.

200/19

CM/SS that Bylaw No. 01-2019, the 2019 Tax Rate Bylaw be read a first time this 15th day of May, 2019.

CARRIED

201/19 TK/JJM that Bylaw No. 01-2019, the 2019 Tax Rate Bylaw be read a second time this 15th day of May, 2019.

CARRIED

202/19 KD/CM that Bylaw No. 01-2019, the 2019 Tax Rate Bylaw be considered for adoption and read three times at one meeting.

CARRIED UNANIMOUSLY

203/19 RQ/KD that Bylaw No. 01-2019, the 2019 Tax Rate Bylaw be read a third time and adopted this 15th day of May, 2019.

CARRIED

COMMUNICATIONS

1. Faye Coueslan re: Offer to Town to Purchase Lot: Faye Coueslan writes to Council for the Town to make her an offer for her lot on Maple Street. Town Council is not interested in purchasing lots.

204/19 TK/JJM that the Town of Wolseley makes an offer to purchase lot 202 Maple Street from Faye Coueslan.

DEFEATED

2. RCMP Indian Head Detachment re: Community Policing Report: For informational purposes. Council discusses revisiting the Citizens on Patrol program again; Administrator to inquire with Sgt. Ryan Case to see when he would be available to come present at a community meeting. Administrator to inquire about getting six Crime Stopper signs to put up around Town.

3. RCMP Indian Head Detachment re: Update on Wolseley Heritage Foundation: For information purposes. The RCMP has completed the investigation in regards to the Wolseley Heritage Foundation (WHF) and Court house funding and has determined the matter is not criminal. Administration to forward a copy of the RCMP correspondence to the donors and WHF for information purposes.

4. Royal Canadian Sea Cadet Corps re: Invitation to Annual Ceremonial Review: For information purposes, the Royal Canadian Sea Cadet Corps First Annual Ceremonial Review takes place Sunday May 26, 2019 at the Town Hall/Opera House.

5. Wolseley Sea Cadets re Town Hall/Opera House Rental Fee Waiver Request: The Wolseley Sea Cadets are requesting Council to consider waiving the rental fee for their first Annual Ceremonial Review. After much deliberation, council resolves the following:

205/19 TK/CM that the Town of Wolseley donates \$100.00 (one hundred dollars) to the Wolseley Sea Cadet Corp.

Councillor RQ abstains from voting.

CARRIED

IN CAMERA

206/19 SS/CM to go In Camera at 9:04PM pursuant to Sections 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following:

1) Staff Reviews.

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

CARRIED

207/19 CM/RQ to go out of In Camera at 9:06PM.

CARRIED

1) Staff Reviews:

208/19 CM/SS to advertise for an Office Clerk position.

CARRIED

209/19 TK/RQ to continue reviews and evaluations of all employee positions.

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council - Wed Jun 05, 2019 at 7:00PM at the Council Chamber (610 Varennes Street).

210/19 **ADJOURNMENT**
JJM that the meeting be adjourned at 9:40PM.

CARRIED

Gerald Hill

Mayor

Candice Quintyn

Administrator