

**TOWN OF WOLSELEY
MINUTES
AUGUST 16, 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 August 16, 2017 at 7:00PM.

PRESENT:

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

ABSENT:

Councillor Troy Kyle (TK)

CALL TO ORDER

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

AGENDA

307/17 CM/SS that the Agenda be adopted as amended.

CARRIED

MINUTES

308/17 KD/JJM that the minutes of the Regular Meeting August 2, 2017 be approved as presented.

CARRIED

DELEGATION #1: BRIAN JANZ re: PEAK ENERGY

309/17 RQ/JJM to hear Brian Janz from Peak Energy at 7:03PM.

CARRIED

- Peak Energy offers a 10% discount on Natural Gas services;
- The billing stays with SaskEnergy as they do the delivery service;
- Peak Energy has extended its services to Municipalities, Hospitals, Schools, etc. as bigger gas users have used this service.
- Contracts are set up on one-year terms; by SaskEnergy rules they need to know by September 15th to sign up. The contract runs November to November. Termination is 60-days' notice.
- Gas is supplied by Peak Energy instead of SaskEnergy. Should the Town accept, administration would have to release SaskEnergy bills to Peak Energy to send them to SaskEnergy for them to set them up.
- Council will view a sample contract prior to making a decision.

Brian leaves the meeting at 7:14PM.

**DELEGATION #2: RACHAEL ERICKSON & APRIL DAHNKE re:
MAINLINE MUSIC FESTIVAL**

310/17 CM/SS to hear Rachael Erickson and April Dahnke from Mainline Music Festival - Wolseley at 7:16PM.

CARRIED

- Mainline Music Festival is trying to start back up in Wolseley. There is no one to host the festival, so a committee has gathered together.
- The Saskatchewan Music Festival is a 5-day event in which they bring in professional adjudicators. Costs are quite large and Mainline Music Festival is a non-profit organization.
- Mainline Music Festival - Wolseley is hopeful that Town Council will sponsor the event by giving the Hall rental for free.
- The 5-day event is April 29 to May 2, 2018 in addition to the festival finale on May 8, 2018.
- Mainline Music Festival - Wolseley will be approaching other businesses for sponsorship; they need to know within a month if they are able to host the Festival with the rental fee waived.

311/17 RQ/JJM that Council donates the Town Hall/Opera House rental to the Mainline Music Festival - Wolseley for April 29th, 30th, May 1st and 2nd, 2018 for the Saskatchewan Music Festival, in addition to May 8th for the Festival Finale Concert. Mainline Music Festival - Wolseley will designate the Town of Wolseley as a sponsor of the event.

CARRIED

Rachael Erickson & April Dahnke leave the meeting at 7:28PM.

ACCOUNTS

312/17 JJM/KD that cheque #'s 15717 to 15729 totaling \$11,450.12 be ratified.

CARRIED

313/17 CM/KD that cheque #'s 15730 to 15758 totaling \$59,294.42 be approved, with the exception of cheque # 15739.

CARRIED

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

314/17 JJM/SS that cheque #15739 payable to Greyhound Courier Express totaling \$40.68 be approved.

CARRIED

Councillor RQ returns to the council meeting at 7:33PM.

STATEMENT OF FINANCIAL ACTIVITIES

315/17 CM/JJM that the Statement of Financial Activities detailed for the period ending July 31, 2017 be approved as presented.

CARRIED

COURTHOUSE ACCOUNT

No Accounts for approval at this time.

REPORTS OF ADMINISTRATION

1. Review of Policy No. 4 - New Residential Construction:

Upon review of the New Residential Construction policy, it has been noted that there is no deadline written within the policy as to when someone can apply. It is recommended that anyone with new residential construction can apply within one (1) year that the improvement is shown on the assessment. The current policy has been provided for council's reference, in addition to a proposed new policy that has been created for council's consideration.

316/17 KD/RQ to accept Policy No. 4.1, the New Residential Construction Policy, as presented.

CARRIED

2. Disconnected Utility Accounts Outstanding:

A list has been created for Utility Accounts that have been disconnected, and remain outstanding. It is recommended by the Administrator to write off these amounts as they are deemed immaterial; however, it is council's discretion.

317/17 JJM/CM that Council write off the following disconnected utility account amounts:

Account #	Amount
0001 0120	6.94
0001 0130	0.13
0109 0010	0.27
0132 0010	34.51
0436 0000	68.34

CARRIED

3. TAXervice Files Update:

Administrator has provided a listing of all properties registered with TAXervice for Tax Enforcement proceedings. As of August 11, 2017, the total property with Tax Liens amounts to \$83,430.09. Current files open include 2012, 2013, 2014 and 2015. The 2016 File will be created in early November 2017 for properties who have not paid their 2016 Property Taxes.

4. Fire Invoices Outstanding:

There are two invoices outstanding for the Wolseley Fire Department. It is recommended by Administration to forward these invoices to a collection agency (Falcon Collection and Investigations Inc.) The RM of Wolseley has been consulted, and they do not mind going ahead with a collections agency.

318/17

RQ/CM to turn Accounts Receivable Fire Invoices # 2017-00179 totaling \$733.00 and #2017-00180 totaling \$658.00 over to Falcon Collection and Investigations Inc. to collect the amounts outstanding.

CARRIED5. Office Updates:

Reports that have been recently completed include:

- 2017 Semi-Annual GST Rebate;
- 2016 Drinking Water Quality and Compliance Report;
- 2016 Waterworks Financial Overview.

6. Morsky Construction Update:

Jim from Morsky Construction contacted the Office to let us know there are two (2) options regarding the gravel pile located on Town property by the Town Shop:

- 1) They will remove the pile of gravel from the Town's property next week if Council wants it removed right away; or
- 2) That the Town proposes a storage fee of \$500 to leave the pile there until the end of September.

Council discretion.

319/17

KD/RQ that the pile of gravel be removed by August 31, 2017; if the pile is not removed, a storage fee will be assessed at \$500 PLUS another \$500 every thirty (30) days thereafter.

CARRIED7. Craig's Professional Furnace:

Craig's Professional Furnace quoted the following:

- Town Hall - 2 Boilers - \$325 + Tax plus A/C Units \$150 for all + Tax
- Curling Rink - \$350 + Tax
- Town Office - \$300 + Tax
- Sportsplex - \$800 + Tax
- Town Shop - \$600 + Tax

Council deliberates and indicates to look at furnace maintenance next fiscal year. Craig's Professional Furnace to quote for May 2018.

MAYOR & COUNCILLOR FORUM

- SS** - Councillor SS reports he had fun in the Parade on the August long weekend;
- A fee schedule has been created for the archival items; Councillor SS reports he has resigned as a director with the Wolseley Heritage Foundation; but will keep up with the archives;
 - Councillor SS suggests perhaps getting an evaluation of the Town Hall roof to see what it's estimated useful life is remaining and if it is in need or replacement or repair;
 - A Wolseley Waterways committee has been formed and will name problems/solutions within the different areas in Town around the lake (i.e. Beach, Splash Park, swinging bridge, walking trails, etc.). Five different individuals have stepped forward to volunteer on this committee.

- KD** - Fleury Bus: there is a new Activities Director at Lakeside Nursing Home who has signed up for being a new driver and will be doing more outings with residents. This is a good thing to see.
- Associated Engineering came out and took time to write up a proposal on the sanitary line. The estimated cost is \$30,000.

320/17 KD/RQ to proceed with Associated Engineering Wolseley Water Street Bridge Sanitary Sewer Study as presented in their proposal dated July 2017 for a cost of \$29,732.00

CARRIED

JJM - *Nothing to report.*

RQ - *Nothing to report.*

CM - Sportsplex is about 90% completed for painting; there were about 16 people assisting with the project. They are planning to paint the floor around the boards on the outside of the ice surface, as they will be under budget for the project.

321/17 CM/RQ that Councillor CM be authorized up to \$1,500 for floor paint to paint around the floor outside of the ice surface at the Sportsplex.

CARRIED

- The Arena Board AGM is August 21st at 7:00PM. If anyone is interested in joining the Board, please attend.
- Golf Course: there were fourteen (14) golfers out for the Darren Gatrell Memorial Tournament.
- Public Works: Students go back at the end of the month; crew is hoping to get sidewalks completed as soon as possible while the students are still here.

GH - Mayor GH reports how he is pleased with council 'firing off on all 8-cylinders'; we are getting a lot done. Looking at doing improvements and perhaps have a community planning session to see what direction this council would like to go. Mayor GH reiterates he is pleased with the amount of work being done.

UNFINISHED BUSINESS

1. Risk Evaluation Report re: SGI Canada:
Nothing to report.
2. Policy No. 22.1 - No Harassment Policy:
Mayor GH presents council with a document titled, "Harassment Prevention - An Employer's Guide for Developing a Harassment Policy". Mayor GH states harassment is something we all need to take very seriously. This is for the employee's, not council as the Town is the Employer. We need to get the process down as we have a Code of Conduct to adhere to. Mayor GH wishes for council to view the document, and make sure we have a policy that is used, not abused. Governance Committee is working on it.
3. Rod Chatterson & Tracy Coueslan re: 101 Water Street:
Nothing to report.

NEW BUSINESS

1. Proposed Tender Document - Town Hall/Opera House Plumbing Upgrades: Some minor edits were made to the draft supplied by Administrator. Date to be submitted is September 1st to review all tenders submitted on the September 6th council meeting. Invitational Tenders to be sent to Mr. T's Plumbing & Heating, Positive Plumbing & Heating, Krueger's Plumbing & Heating, and Certified Plumbing & Heating.

322/17 SS/CM to send out Tender for Town Hall/Opera House Plumbing Improvement project as discussed.

CARRIED

2. Proposed Bylaw No. 04-2017 The Smoking Bylaw: Council suggests edits throughout the document. Administration to bring back the Bylaw for the next council meeting and look into giving Public Notice prior to this bylaw being considered for third reading and adopted.

COMMUNICATIONS

1. Bylaw Enforcement Reports - July 17 & August 1:
For information purposes.
2. Mike Chicoine re: Tree Removal Request:
Trees on Town property have been causing issues with the residential sewer line. Mr. Chicoine has requested the removal of the culprit tree. Council would like to clarify with Town Foreman if the tree is on Town property.

323/17 GH/KD to table Mike Chicoine's correspondence to the next regular meeting, September 6th regarding the tree removal request.

CARRIED

3. Community Policing Report re: Indian Head Detachment:
For information purposes.
4. Derrel Larson re: Property Taxes: Mr. Larson expresses his discontent with the 2017 property tax levy, and wishes to speak in front of council at a meeting. Council invites Mr. Larson to attend a future meeting, which ever date works best for him.

IN CAMERA

324/17 SS/RQ to go In Camera at 9:35PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following: 1) Town of Wolseley Staff. Parties Present: Mayor GH, Councillors CM, RQ, JJM, KD, SS, and Administrator CQ.

CARRIED

325/17 RQ/KD to go out of In Camera at 9:48PM.

CARRIED

1. Town of Wolseley Staff:

326/17 GH/CM that Foreman Schneider be authorized to contact previous applicants on Public Works file for a temporary full time to the end of December 2017 to cover a sick leave position.

CARRIED

ANNOUNCEMENTS

- Next Regular Meeting of Council - Wednesday September 06, 2017 at 7:00PM at the Council Chamber (610 Varennes Street).

ADJOURNMENT

327/17 CM that the meeting be adjourned at 9:53PM.

CARRIED

Gerald Hill

Mayor

Candice Quintyn

Administrator