

**TOWN OF WOLSELEY  
MINUTES  
OCTOBER 18, 2017**

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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 October 18, 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)	Councillor Troy Kyle (TK)

**ABSENT:**

**CALL TO ORDER**

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

**AGENDA**

382/17 CM/JJM that the Agenda be adopted as amended.

**CARRIED**

**DELEGATION #1: FOREMAN, ROBERT SCHNEIDER re: 20 YEARS OF SERVICE AWARD**

383/17 CM/SS to hear Foreman Robert Schneider at 6:59PM.

**CARRIED**

- Councillor CM makes presentation to Foreman Schneider regarding his years of service to the Town of Wolseley. Council appreciates his hard work and dedication on the job. Council recognized Foreman Schneider's 20-Year Service by awarding a Certificate of Excellence, in addition to \$1,000.
- Foreman Schneider is grateful, and thanks council for the presentation.

*Foreman Schneider leaves the Council Meeting at 7:00PM.*

**MINUTES**

384/17 KD/RQ that the minutes of the Regular Meeting October 04, 2017 be approved.

**CARRIED**

**ACCOUNTS**

385/17 CM/RQ that cheque #'s 15885 to 15891 totaling \$7,627.94 be ratified.

**CARRIED**

386/17 TK/KD that cheque #'s 15892 to 15911 totaling \$28,917.72 be approved.

**CARRIED**

**DELEGATION #2: DEAN BIEBER AND KYLE NEWMAN re: FRONT STREET LOT PROPOSAL**

387/17 RQ/CM to hear Dean Bieber and Kyle Newman re: Front Street Lot Proposal at 7:07PM.

**CARRIED**

- Dean Bieber thanks Council for having them tonight.
- An Offer to Purchase has been drawn up for the Front Street Lots (606-610 Front Street).
- Dean and Kyle have recently purchased the Home Building Centre in town and are looking to bring supplies closer to the store. The intended use for the property is for surface storage; the fence would stay erect and perhaps a chain-link fence would be put up around the storage of materials for liability reasons.

- Eventually, when financially feasible, they would like to put up a cold storage building for more storage.
- Mayor GH speaks to the environmental aspect of the Offer to Purchase; discussion re: what used to be located at the site (previously known as the Dureault/May buildings).
- It is understood that, due to the purchase price, a Tax Abatement would have to be forgone in this case when any improvements are assessed on the property.
- Council will discuss further in an In Camera Session and get back to Dean and Kyle with Council’s deliberations.

*Dean Bieber and Kyle Newman leave the Council Meeting at 7:19PM.*

**ACCOUNTS CONT...**

**388/17**

TK/SS that the Statement of Financial Activities detailed for the period ending September 30, 2017 be approved as presented.

**CARRIED**

**REPORTS OF ADMINISTRATION**

1. TAXervice - Tax Title Property Update:

<b>ROLL 457000</b>			
	<b>OWNER</b>	<b>TOWN</b>	
CURRENT	395.65	157.65	
ARREARS	4,120.22		
<b>TOTAL</b>	<b>4,515.87</b>	<b>157.65</b>	<b>4,673.52</b>
<b>ROLL 631000</b>			
	<b>OWNER</b>	<b>TOWN</b>	
CURRENT	407.58	143.41	
ARREARS	4,112.92		
<b>TOTAL</b>	<b>4,520.50</b>	<b>143.41</b>	<b>4,663.91</b>
<b>ROLL 632000</b>			
	<b>OWNER</b>	<b>TOWN</b>	
CURRENT	409.78	144.18	
ARREARS	4,115.46		
<b>TOTAL</b>	<b>4,525.24</b>	<b>144.18</b>	<b>4,669.42</b>

**389/17**

JJM/KD to cancel \$157.65 current year portion of property taxes on Roll #457 000.

**CARRIED**

**390/17**

TK/RQ to cancel \$143.31 current year portion of property taxes on Roll #631 000.

**CARRIED**

**391/17**

CM/JJM to cancel \$144.18 current year portion of property taxes on Roll #632 000.

**CARRIED**

2. TAXervice - 2016 List of Lands in Arrears:

ROLL #	LEGAL LAND DESCRIPTION	AMOUNT OF ARREARS
009 000	Lot 12 Blk/Par 01 Plan 176 Ext 0, Title# 143690845	2,071.25
205 000	Lot 01 Blk/Par 16 Plan 35900 Ext 0, Title# 131205596	1,071.93
277 000	Lot 03 Blk/Par 25 Plan 35900 Ext 0, Title# 147907143	1,502.02
295 000	Lot 05 Blk/Par 28 Plan B1151 Ext 0, Title# 140757420	1,747.43
299 000	Lot 01 Blk/Par 30 Plan B1151 Ext 0, Title# 141002301 Lot 02 Blk/Par 30 Plan B1151 Ext 0, Title# 141002323	1,097.68
420 000	Blk/Par C Plan 65R30189 Ext 0, Title# 108250387	1,179.94
504 000	Lot 13 Blk/Par A Plan 84R66732 Ext 0, Title# 141017116	612.94
505 000	Lot 14 Blk/Par A Plan 79R34569 Ext 0, Title# 141017149	612.94
506 000	Lot 15 Blk/Par A Plan 79R34569 Ext 0, Title# 141017161	612.94
507 000	Lot 16 Blk/Par A Plan 84R66732 Ext 0, Title# 141017194	623.25
<b>TOTAL AMOUNT OF 2016 ARREARS</b>		<b>11,132.32</b>

392/17

RQ/SS that council accept the list of lands with arrears as presented, and to exclude from the list of lands properties in which the taxes in arrears does not exceed one half of the immediately preceding year's tax levy. THAT TAXervice be authorized to handle Tax Enforcement proceedings on behalf of the Town of Wolseley.

**CARRIED**

3. 2017 Interim Audit: Sensus Partnership of Chartered Professional Accountants (the "auditors") will be performing an Interim Audit of the 2017 (Jan to Sep) Town of Wolseley books on Monday, October 23<sup>rd</sup>. Administrator will be preparing documents and files for their arrival. Due to some auditing procedures changing due to the new institute requirements, a lengthy questionnaire is to be filled out by Administration; a shorter questionnaire is to be filled out by Administration; and a shorter questionnaire to be filled out by council. Administrator is confirming with the Auditor whether each individual councillor is required to complete the questionnaire, or if it can be a representative(s) of council.
4. Early Office Closure - Oct30/17: As per SaskAlert Training session happening Monday, October 30<sup>th</sup> at the Wolseley High School from 3:30PM to 7:30PM, the Town Office will be required to close early as the Office Administration will be attending the training.

393/17

CM/KD that the Town Office close early on Monday October 30, 2017 for SaskAlert Training happening at the Wolseley High School from 3:30PM to 7:30PM; therefore the Town Office hours will be 8:00AM to 12:00PM and 1:00PM to 3:15PM for Monday, October 30, 2017.

**CARRIED**

**MAYOR & COUNCILLOR FORUM**

**TK** - Busy getting ready for the WHF Fall Supper. Doors open at 4:00PM Sunday October 22<sup>nd</sup>. There will be door prizes this year.

**SS** - The sanitizer (dishwasher) at the Town Hall/Opera House was wired correctly and it still did not work properly. Russell Foods has a dishwasher with a 70 degree boost that costs \$6,317. Each cycle is about 141 seconds long and it is able to air dry dishes. There are funds earmarked for a new dishwasher. Councillor RQ suggests looking into the service; Councillor SS isn't sure about installation costs. More information will be forthcoming.

- The Mustangs Junior C hockey team had a squad game; and it went really good. It looks like we've got some good guys on. The first preseason game is October 20, 2017; tentative October 27<sup>th</sup>.

**KD** - Fleury Bus: Councillor KD talked with Mr. Andrie regarding expanding the use for activities using the Fleury Wagon.

- Curling Club: Organizational meeting took place October 17<sup>th</sup>. The new President taking over this year is Brad Law. Last season the Club took a \$600 loss. The books are with the auditors right now and will have a copy of the Financial Statement to the Town Office when completed. The organization discusses building maintenance such as new door, lighting, toilets. The Club is looking to start up December 4<sup>th</sup>, weather permitting. Four Bonspiels are scheduled throughout the season, with a TV Raffle Fundraiser. Novice curling will take place to entice new members to come out. Ice Ads are \$75.00.

394/17

KD/RQ that the Town of Wolseley purchase Curling Rink Ice Ad for \$75.00.

**CARRIED**

- Courthouse: Councillor KD and Mayor GH discussed working on a long term financial plan, in addition to stone work and will be in contact with Kurt's Masonry. Assistant Administrator prepared the "Wolseley Courthouse Project - Progressive Financial Overview". Council to review for any feedback.

- Asset Management: Councillor KD has taken on organizing and understanding the asset management spreadsheet. The Foreman will have to provide access to some of the vehicles, equipment and machinery to update the asset management file.

**JJM** - Governance met and reviewed and updated the Town Hall/Opera House Caretaker Contract. Other duties were added to the contract that the current caretaker had already been doing, it was just absent from the previous contract. Mayor GH noted his pleasure with how the current caretaker is doing. Councillor JJM notes to add 60 days before the renewal of the contract to give to the current caretaker. Councillor KD notes we should clarify the clause regarding termination by adding unforeseen circumstances.

395/17

JJM/KD to accept updated Town Hall/Opera House Caretaker Contract, Policy #15 as amended.

**CARRIED**

- It is noted that Administration must provide the current caretaker with this amended contract on or prior to October 31<sup>st</sup>.

**RQ** - The Wolseley Fire Department Pancake Breakfast made \$600; It took approximately four hours to install the new lighting at the Fire Hall; The Fire Department has been quite busy with calls, typically at night; The Fire Department is looking at upgrading their paging system. There are three (3) programs that have been identified that would work properly. So, it is just a matter of increasing response time. More information will be investigated on this matter and put in the Budget for next fiscal year.

- SaskPower should be contacted regarding tree trimming along the overhead powerlines on the south side of Town.

- Councillor RQ mentions Storm Sewer covers; Councillor CM states they've all been looked at and secured.

- Councillor RQ presented a quote for two sets of turnout gear and a hydrant wrench for the Fire Department, as budgeted

**396/17** RQ/TK to purchase two sets of turnout gear and a hydrant wrench from Acklands-Grainger for \$3,372.61 for the Wolseley Fire Department.

**CARRIED**

**CM** - Public Works: Water Treatment Plant valve still ongoing problem. They've switched a singer valve with a butterfly valve; and turns out it was a defective valve, as it is not working properly. The water quality is up to par at the WTP due to the amount of time spent there. Public Works are getting machinery and equipment ready for winter.

- Landfill: In discussion with Foreman and Landfill Supervisor, Councillor CM proposes to council that all shingle jobs in town should go into a Loraas Bin right at the place of work; and have no shingles at the landfill anymore as they take up a lot of space. Perhaps we could look into having a small Loraas bin at the Landfill for those smaller projects that have shingles, and charge accordingly.

**397/17** CM/JJM that effective January 1, 2018 the Wolseley Landfill will no longer accept shingles.

**CARRIED**

- Landfill hours are weather dependent. Typically the 1<sup>st</sup> of November it will go to Saturday's only; however this year November 1<sup>st</sup> lands on a Wednesday, so it'll be a matter of what the weather is like.
- The Town Shop Radiant Heaters will be installed as soon as Positive Plumbing and Heating has the time.
- The Lights at the Town Shop are installed and are a great improvement.
- CTK First Nation has paid their outstanding bill with the Arena Board, but arena board is requesting a deposit prior to ice use this year.
- Wolseley High School called to use the Sportsplex as the keys have been changed (WHS had possession of a key). Councillor CM met with the new Principal and explained the process to access the building (sign a key out at the Town Office). Principal mentioned an Emergency Plan that WHS has, and how the Sportsplex and Curling Rink are listed as their emergency evacuation places. Principal is attending next regular meeting as a delegation to gather feedback from Council regarding their emergency plan and access to the building.
- Still looking for a caretaker as Don Zaba wishes to retire from the Sportsplex. Volunteers have been asked to help in the meantime.

**GH** - Town Council has budgeted for a light to be put on the pole at the West Crossing (South Side of CPR track). See if Public Works could trim trees around the light standards on the North side of the tracks (Blanchard/Front, Ash/Poplar, and Varennes in particular).

**398/17** GH/TK to order a light standard from SaskPower for pole at west crossing.

**CARRIED**

- Garbage Bins at Dr. Isman Elementary:

**399/17** GH/JJM to request relocation of waste bins at Dr. Isman Elementary School from Town street allowance to their own property.

**CARRIED**

- Budget 2018: Mayor GH suggests starting preparing for 2018 Budget now. Council should have it done sooner rather than later to have a draft in place by the end of January.

**400/17** GH/JJM to have 2018 draft budget in place by January 31, 2018.

**CARRIED**

- Courthouse: Mayor GH and Councillor KD met today and discussed working on a plan to move forward; thought about bringing Councillor SS on board to assist. SS will let them know. Kurt will meet with Mayor GH and Councillor KD to discuss stones and re-evaluate.

### **UNFINISHED BUSINESS**

1. Risk Evaluation Report re: SGI Canada: Nothing to report.
2. Policy No. 23 - No Harassment Policy: First Draft Administrator provided is a long version; Second Draft Governance provided is a short version.

401/17 GH/CM that Policy No. 23, the No Harassment Policy, first draft long version as presented by Administration, be approved as presented.

**CARRIED**

### **NEW BUSINESS**

1. Adair Creek Erosion Control - Flexamat: Foreman looked into Flexamat to assist with erosion control for Adair Creek downstream from Spillway adjacent to Pat Pedersen's property. Foreman figures the Town would have to purchase about 100 feet of 5.5 foot wide Flexamat to roll out. This costs approximately \$7.50 per square foot; and Public Works would be able to pick it up in the 2 ton truck.

402/17 CM/SS to purchase Flexamat 5.5' x 100' roll to install at Adair Creek erosion by Pat Pedersen property from Brock White Canada in Regina for \$4,125 plus applicable taxes and shipping.

**CARRIED**

### **COMMUNICATIONS**

1. Sensus Partnership of Chartered Professional Accountants - Audit Planning Letter: For information purposes.
2. Joselyn Linnell re: Request to Ban Leg Hold Traps:

*Councillor JJM requests a recorded vote;*

*Council Members Present:*

*Mayor GH, Councillors, TK, SS, KD, JJM, RQ, and CM.*

403/17 JJM/TK to ban leg-hold and guillotine traps within the legal boundaries of the Town of Wolseley.

FOR: Mayor GH, Councillors JJM, SS, and TK

AGAINST: Councillors KD, RQ, and CM

**CARRIED**

3. Brian Blaney re: Snow Removal Service Submission:

404/17 KD/CM to accept Brian Blaney's snow removal proposal for 2017/18 season at \$20/hour for the following locations: Town Office, Swinging Bridge, Library, Courthouse, Front Street Lots.

**CARRIED**

4. Commissionaires re: Bylaw Enforcement Report - Sep12/17: For information purposes.

405/17 TK/SS to send letter to 109 Poplar Street to clean property.

**CARRIED**

5. R.M. of Wolseley, No. 155 re: Recreational Facilities Grant 2017: The RM of Wolseley has provided the Town a \$2,000 grant to be distributed through the Town to be used for recreational expenses, and not for operational expenses at Council's discretion.

406/17 TK/CM to distribute the 2017 Recreational Facilities Grant from the RM of Wolseley, No. 155 totaling \$2,000 evenly between the Golf Course, Ball Diamonds, Skating Rink, and Curling Rink at \$500.00 each.

**CARRIED**

6. Trevor Baran re: Roofing Project at WMICC: Lakeside Nursing Home Maintenance personnel have requested permission to access the Courthouse grounds to remove shingles for the Lakeside Nursing Home Building.

407/17 KD/TK to allow contractors for Lakeside roofing project on the courthouse grounds to remove shingles from Lakeside on condition that grounds are returned to original condition at no cost to the Town.

**CARRIED**

**IN CAMERA**

408/17 TK/JJM to go In Camera at 9:41PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following: 1) Dean Bieber and Kyle Newman re: Front Street Lot Proposal Discussion; 2) Xplornet Communications Inc. re: Lease Proposal/Offer to Purchase. Parties Present: Mayor GH, Councillors CM, RQ, JJM, KD, SS, TK and Administrator CQ.

**CARRIED**

409/17 SS/CM to go out of In Camera at 10:13PM.

**CARRIED**

- (1) Dean Bieber and Kyle Newman re: Front Street Lot Proposal Discussion:

410/17 RQ/KD to table Dean Bieber and Kyle Newman offer to purchase until further information received and discussion possible lease option.

**CARRIED**

- (2) Xplornet Communications Inc. re: Lease Proposal/Offer to Purchase:

411/17 JJM/SS to accept lease offer with following conditions: that the Town of Wolseley makes no warranties or guarantees. The property is to be leased as is, where is condition.

**CARRIED**

412/17 GH/KD to send Public Notice regarding potential tower construction for Xplornet Communications Inc.

**CARRIED**

**ANNOUNCEMENTS**

- Next Regular Meeting of Council - Wednesday November 1, 2017 at 7:00PM at the Council Chamber (610 Varennes Street).

**ADJOURNMENT**

413/17 RQ that the meeting be adjourned at 10:20PM.

**CARRIED**

Gerald Hill  
Mayor

Candice Quintyn  
Administrator