

**TOWN OF WOLSELEY  
MINUTES  
NOVEMBER 21, 2018**

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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 November 21, 2018 at 7:00PM.

**PRESENT:**

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

**ABSENT:**

Councillor Stephen Scriver (SS)

**CALL TO ORDER**

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

**AGENDA**

493/18 CM/TK that the Agenda be adopted as amended.

**CARRIED**

**MINUTES**

494/18 RQ/JJM that the minutes of the Regular Meeting November 07, 2018 be approved as presented.

**CARRIED**

**ACCOUNTS**

495/18 CM/KD that cheque #'s 16942 to 16943 totaling \$2,567.76 be ratified.

**CARRIED**

496/18 KD/TK that cheque # 16944 to 16951 totaling \$9,614.40 be ratified.

**CARRIED**

497/18 CM/JJM that cheque #'s 16952 to 16973 totaling \$148,732.19 be approved.

**CARRIED**

**STATEMENT OF FINANCIAL ACTIVITIES**

498/18 JJM/RQ that the statement of financial activities for the period ended October 31, 2018 be approved as presented.

**CARRIED**

**REPORTS OF ADMINISTRATION**

1. Utilities Update: Phone calls were made to various account holders whose balances are past due. Payment commitments have been made to pay the full utilities arrears within the month and payment arrangements have been made for others.

Payments are coming in on accounts overdue 31-90 days as a result of the payment reminder notices that were sent out earlier this month.

CITATION FROM Municipalities TODAY November Newsletter: *As a part of the Administrative Calendar, municipalities should review section 369 of The Municipalities Act ("MA") regarding adding amounts to a tax roll. Although the amounts added under this section can be made at any time during the year, municipalities may wish to add this to their review processes around this time of year. An example is a review of the utility arrears (clause 369(1)(b) of MA). If arrears are to be added to taxes, issue notice to affected owners and tenants. Remember, notice must be sent by registered mail at least 30 days before amounts are to be added to the tax roll and a council resolution or council policy is required to authorize the addition of the arrears to the tax roll.*

At this time, Administrator does not have any utility accounts that are recommended to be transferred to the Tax Roll.

In a discussion with the RM Administrator and with written confirmation from KPMG Inc., the Phase Separation Solutions business no longer exists; therefore, the Utilities will have to be written off as uncollectible in the amount of \$288.96. The RM is working with the Ministry of Environment to look after the building. This is in the preliminary stages.

Further to this, several attempts have been made to locate the curb stop for the building with no luck finding it. The former Foreman and contractor who were involved with the installation of the line were contacted; however, this did not result in finding the curb stop either. Having said all that, the building still has access to water, but is disconnected in the system so it doesn't generate a bill. Seeking Council direction on this, if any.

- 499/18** KD/CM to cancel Utility Account No. 516 for Phase Separation Solutions totaling \$288.96, as balance is deemed uncollectible as business no longer exists.

**CARRIED**

**MAYOR AND COUNCILLORS FORUM**

**CM** - Motor Grader Quotes: Quotes were received for graders from Redhead Equipment and Brandt Tractor.

**Redhead Equipment:** 2004 Grader \$82,140; 2011 Grader \$78,255

**Brandt Tractor:** 2010 Grader \$119,325

- Mayor GH, Councillor CM and Foreman recommend the 2004 Volvo G720B Grader with approximately 3,229 hours; adding a snow gate to grader for \$12,500; Trade-in of current 1990 Champion Grader is \$24,000. Mayor GH recommends using the Line Of Credit on the Capital Expenditures Account

- 500/18** CM/JJM to purchase 2004 Volvo G720B Grader from Redhead Equipment in Regina for a quoted price of \$85,500 plus snow gate for \$12,500, less trade in of 1990 Champion 730A Series III Grader for \$24,000, plus applicable taxes totaling \$82,140.00.

**CARRIED**

- 501/18** JJM/KD to pay \$5,000.00 per month rental purchase for 2004 Volvo G720B Grader and have 100% applied to the purchase price.

**CARRIED**

- Aquatech Diving Services are coming to clean the Water Treatment Plant reservoirs within a couple of weeks.
- ACME Environmental Services Inc. are coming November 26 to start prepping for the Gordon Street sewer relining.
- Well #4 is still down and waiting to get the stainless steel pitless adapter.
- LED lighting installation is completed at the Town Shop.
- Water Treatment Plant is working well; Foreman is cleaning pipes at the plant.
- Public Works are putting battery disconnects on tractors.

**RQ** - Fire Department: New Fire Truck delivered Saturday November 17; Fire Meeting on Monday, Foreman attended to provide direction for Water Treatment Plant fills and alarms.

- Discussion about getting proper water line in the Fire Hall so trucks can be filled inside, rather than outside (4" service line would be suitable).
- Installed radio on new truck, but couldn't make it work; Prairie Mobile Communications provided a quote for a new radio system.

- 502/18** RQ/CM to purchase radio system for Fire Truck from Prairie Mobile Communications for quoted price of \$2,091.24.

**CARRIED**

- Frank Dolter installed a 110v plug on the Fire Truck.
- The old tanker truck is dismantled and parked in the Town Shop compound; Councillor RQ suggests it would be better to look at it in the spring when people are looking for water trucks.

503/18

RQ/CM to revisit tendering water tanker truck in spring 2019.

*Councillor JJM abstains from voting.***CARRIED**

- Currently getting sponsor decals lined up and placed on truck before a community event is held.

JJM - *Nothing to report.*

- KD - Sportsplex Financial Statement overview was presented. Councillor KD will provide monthly statements, working with the Treasurer.
- The Arena Board has secured the use of an Air Quality Monitor to test for CO2 and NO2, as per health regulations. These tests will be logged every two weeks. Emergency Plans are forthcoming. The sign out sheet is set up at the Sportsplex.
  - Sportsplex Accessibility Project: working with prints.
  - Curling Club: the plant has been turned on yesterday with a tentative start date of December 3. Inspections have passed.
  - Landfill Ramp: Rails have been installed by Public Works; looks really good.
  - The Arena Board is planning a sled rally in February as a fundraiser; a second freezer is wanted; Kudos to Councillor SS for donating a freezer and for Councillor CM who arranged for donated burgers.

- TK - Working on Budget.
- Highway Signs are looking really good; coming along.

- GH - Suggests budget meeting mid-December (week of the 10<sup>th</sup>); Proposed budget meeting December 11, 2018 at 7:00PM (closed session).

**UNFINISHED BUSINESS**

1. Sportsplex Fire Alarm Inspection - Quote Review: Councillor KD recommends going with the items quoted for total cost of \$5,500. Items include bell replacement, replace fire alarm panel control board, exit sign replacement, fire alarm dedicated circuit, etc.

504/18

KD/CM to go with entire quote from 4J Energy Services (Adam Erickson) for the Fire Alarm system repairs for the Sportsplex for total approximate cost of \$5,500.00.

**CARRIED**

2. Wolseley Cemetery: *No further updates.*
3. Town Maintenance Shop Security: *No further updates.*
4. Water Street Bridge Replacement Project: *No further updates.*

**NEW BUSINESS**

1. DRAFT Policy and Procedure - Policy No. 25: Contract Reviews for Town Facilities:

505/18

TK/CM to approve Policy No. 25, Contract Reviews for Town Facilities, as amended.

**CARRIED****COMMUNICATIONS**

1. Harold Hess re: Cat Bylaw: Acknowledge letter from Mr. Hess. Council is working towards a solution.
2. Dwayne Thomson re: Tree Incident: For Information Purposes.
3. Ministry of Labour Relations and Workplace Safety re: Harassment Prevention in the Workplace: For Information Purposes.
4. Sensus Partnership of CPAs re: 2018 Interim Audit: For Information Purposes.

5. Canada Golden Fortune Potash Corporation re: Environmental Impact Statement: For Information Purposes.

6. Laurie Stringer re: 2019 Town Hall/Opera House Contract:

506/18 CM/RQ to continue the Contract with Laurie Stringer at the Town Hall/Opera House for a two-year term at the same rate (\$880/biweekly), expiring December 31, 2020.

**CARRIED**

7. Wolseley Community Cats Committee: A core group was formed and has put a request in to be a council sanctioned committee; the committee would plan programs such as Trap and Release, Spay and Neuter, etc. Mayor GH would be the liaison with the group.

*Councillor JJM requests a recorded vote.*

*Parties Present: Mayor GH, Councillors TK, KD, JJM, RQ, and CM.*

507/18 TK/KD that the Wolseley Community Cats Committee be approved as a council sanctioned committee.

**UNANIMOUSLY CARRIED**

### **IN CAMERA**

508/18 CM/RQ to go In Camera at 8:43PM pursuant to Section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following: 1) 2019 Staff Wage Increment Discussion. Parties Present: Mayor GH; Councillors TK, KD, JJM, RQ, CM; and Administrator CQ.

**CARRIED**

509/18 TK/KD to go out of In Camera at 8:58PM.

**CARRIED**

1. 2019 Staff Wage Increment Discussion:

510/18 CM/RQ to continue Staff Wage Increment planning for 2019.

**CARRIED**

### **ANNOUNCEMENTS**

- Next Regular Meeting of Council - Wed Dec 05, 2018 at 7:00PM at the Council Chamber (610 Varennes Street);

### **ADJOURNMENT**

511/18 JJM that the meeting be adjourned at 9:00PM.

**CARRIED**

*Gerald Hill*

Mayor

*Candice Quintyn*

Administrator