

**TOWN OF WOLSELEY  
MINUTES  
DECEMBER 06, 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 December 06, 2017 at 7:00PM.

**PRESENT:**

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

**ABSENT:**

Councillor Stephen Scriver (SS)

**CALL TO ORDER**

A quorum being present, Mayor GH called the meeting to order at 7:07PM.

**AGENDA**

450/17 CM/KD that the Agenda be adopted as amended.

**CARRIED**

**MINUTES**

451/17 KD/CM that the minutes of the Regular Meeting November 15, 2017 be approved as presented.

**CARRIED**

**DELEGATION #1: CANADA GOLDEN FORTUNE POTASH CORPORATION re: BROADVIEW PROJECT**

452/17 TK/RQ to hear Canada Golden Fortune Potash Corporation at 7:11PM.

**CARRIED**

- Currently in Phase II of updating the public and meeting the RM and Town councils;
- Project has kept on going since June;
- Update: drilled 10 exploration water wells and are sourcing water; delegate mentioned power, energy and transportation;
- The transfer of Potash will be solely via train;
- The mine will employ approximately 165 permanent employees;
- The Technical Proposal has been submitted to Government for review, and it will go public for public consultation as well;
- Council reviews their maps of where the proposed location is;
- Delegate mentions they are still on track with their timeline; they are waiting for approval for construction and could potentially start mid-2018 and take 2 ½ years for construction to be completed; and expect 2021 for production. Mines have a 50 year lifespan;
- There will be another Open House scheduled in Wolseley, on January 30, 2018.

*Canada Golden Fortune Potash Corporation delegation leaves the council meeting at 7:33PM.*

**ACCOUNTS**

453/17 CM/TK that cheque #'s 15994 to 16001 totaling \$7,850.41 be ratified.

**CARRIED**

454/17 RQ/KD that cheque #'s 16002 to 16008 totaling \$7,529.01 be ratified.

**CARRIED**

455/17 JJM/CM that cheque #'s 16009 to 16059 totaling \$118,343.02 be approved, with the exception of cheque # 16054.

**CARRIED**

*Councillor RQ declares a pecuniary interest and leaves the council meeting at 7:38PM.*

- 456/17 KD/CM that cheque # 16054 payable to Wolseley Service Ltd. totaling \$1,351.29.

**CARRIED**

*Councillor RQ returns to the council meeting at 7:38PM.*

**REPORTS OF ADMINISTRATION**

1. Bank Reconciliation for November 2017: Administrator prepared and presented council with the Bank Reconciliation and notes for the period ended November 30, 2017.

- 457/17 CM/TK that the Bank Reconciliation and notes for the period ended November 30, 2017 be approved as presented.

**CARRIED**

2. Sensus Partnership of Chartered Professional Accountants re: Interim Audit Report: Sensus prepared an Interim Audit Report for the period January 1 to August 31, 2017. *“The accounts were found to have been very well maintained for the period under review. We take pleasure in acknowledging the cooperation extended to us by Town’s employees during the course of our audit”.*

3. Federal Gas Tax Fund - Asset Management in Saskatchewan: The questionnaire mentioned in the correspondence received was completed. This correspondence is for information purposes for Administration and Staff to start building an Asset Register. Councillor KD is in the process of gathering information for starting this process.

4. Western Financial Group re: Insurance Review: WFG has provided quotes for higher liability limits. Currently, the Town’s liability is \$5M. For \$7M CGL limit, the premium would increase \$5,178; the total policy premium would be \$31,518 (\$5,000 min retained); and for a \$10M CGL limit, the premium would increase \$12,944; the total policy premium would be \$39,284 (\$12,000 min retained). If Council wishes to proceed with a higher limit, Administration must advise WFG before Dec 20 so the renewal can be issued with the correct limit.

Should the town decide to forgo a higher limit, and stick with the current \$5M limit, the renewal premium for the Town’s policy for 2018 would be \$26,340 + PST.

- 458/17 KD/JJM to leave the Town of Wolseley’s liability set at \$5,000,000 and move forward with the Western Financial Group quote for 2018 Insurance Premium at \$26,340 + PST.

**CARRIED**

5. Public Disclosure Annual Declaration - Form 2: Administration provides council with the Public Disclosure Annual Declaration Form 2 to fill out and return as soon as possible, as they were supposed to be completed by November 30<sup>th</sup> pursuant to MA [142(4)].

6. 2017 Hours of Operation for Holidays: Administration proposes the following hours of operation during the holiday season: Town Office & Public Works: Friday Dec 22: Regular Hours - 8AM-12PM & 1PM-5PM; CHRISTMAS DAY Monday Dec 25: CLOSED; BOXING DAY\* Tuesday Dec 26: CLOSED; Wednesday Dec 27: Regular Hours - 8AM-12PM & 1PM-5PM.

NEW YEARS’ DAY Monday Jan 01: CLOSED; Tuesday Jan 02: Regular Hours - 8AM-12PM & 1PM-5PM.

Wolseley Landfill: Regular Hours: December 23 & 30 - 10AM to 4PM

*\*As stated in Policy 5: Vacation & Leave Policy - Boxing Day - "This additional paid holiday is granted as additional paid holiday to the Management and staff by Council as a courtesy on the basis of compensation for additional work undertaken by staff throughout the fiscal year for which they receive no overtime pay and the fact it coincides with Christmas".*

459/17 RQ/CM to accept the 2017/18 Holiday Hours as presented.

**CARRIED**

8. 2017 Staff Christmas Gifts: A review of the 2016 Christmas Gifts were as follows: Full Time Staff: \$200.00/each; and Part Time Staff: \$100.00/each.

460/17 GH/JJM that Council approves 2017 Staff Christmas gifts as follows:  
Full Time Staff: \$200.00/each  
Part Time Staff: \$100.00/each

**CARRIED**

9. 2018 Mayor/Council Honorariums: Administrator provided council with a review of the 2017 Mayor/Council Honorariums:

461/17 GH/RQ that the Mayor/Council Honorariums remain the same as the previous year as follows:

Mayor Annual Honorarium: \$2,400/year PLUS Council Meeting Indemnity of \$125/meeting PLUS annual telephone/cellphone allowance \$100/year;

Council Annual Honorarium: \$2,100/year PLUS Council Meeting Indemnity of \$100/meeting PLUS annual telephone/cellphone allowance \$100/year;

Mileage: \$0.50/km; Meals: \$75.00 maximum per day with receipts;

All Special Committee Meetings formally called or out of town meetings will be covered at \$25.00/hour to a 7-hour maximum. There will be no coverage for meetings that are part of Mayor/Councillor portfolio within town or as a volunteer within town.

**CARRIED**

10. 2018 SUMA Convention: Administrator provides members of council with information on the 113<sup>th</sup> Annual SUMA Convention. This year the convention will be held in Regina from Sunday February 4<sup>th</sup> to Wednesday February 7<sup>th</sup>. If registrations are postmarked before Dec21/17, member registration is \$325/each; if registrations are received after Dec21/17, member registration is \$425/each.

**CANCELLATION POLICY**

*Registration cancellations received on or before January 11, 2018 are subject to a \$50 cancellation fee per registrant. There are **no refunds for cancellations received after January 11, 2018** for any reason. Substitutions are allowed without penalty. Refunds are not issued for Welcome Reception or President's Banquet tickets.*

Administrator requires your commitment to attend SUMA by **December 14<sup>th</sup>**.

**MAYOR & COUNCILLOR FORUM**

TK - There was a meeting at the hospital today for the latest updates; Councillor TK suggests we should perhaps look into what other communities do for incentives to bring Doctors in;  
- Tourism & Culture: nothing to report other than Councillor TK and JJM are working on a few things for Wolseley's 120;

- Councillor TK wishes to get clarification from Council regarding the ability to sign out a key to access the Council Chamber after hours for members of council to meet on Town business. It was the Administration's impression that only Council public meetings could be held in the chamber after hours, and that all other meetings were to take place at the alternate location (Town Hall/Opera House) due to the fact that sensitive documents are located at the Office [*refer to March 15, 2017 Resolution No. 93/17*]. It was discussed that members of council wishing to meet on Town business after hours do have the ability to sign out a key for the Council Chamber.

- KD** - The Curling Club is up and running; nine (9) regular teams are registered. This year the Club has gone with Jet Ice, a company that provides filters for distilling water for the ice making. It seems to be ok. The audited Financial Statements are on file at the Town Office for the Curling Club.
- A Water Street Sanitary Sewer invoice was put through accounts payable for engineering services. There should be a little funding left in there for the change of scope (adding the investigating the granting at FCM). Councillor KD will be in contact with an individual at the City of Regina regarding Inverted Siphon systems;
  - Courthouse: Sealed bids for the Stonework have been received and will be opened coming up in New Business. At this time, Councillor KD entertains a resolution from Council to see if this council wishes to continue the relocation project of the Town Office.

**462/17** KD/TK that the Wolseley Courthouse continue as a project to relocate the Town Office.

**DEFEATED**

- JJM** - Councillor JJM reports she is currently working on a bunch of projects, but nothing to report just yet.

- RQ** - Nothing to report.

- CM** - Sportsplex: everything seems to be running smoothly at the Sportsplex. The Boiler Room is mostly complete, just a little bit of work to complete on the ceiling yet, but will not take long to do. Santa Night is December 15 and is being put on by the Wolseley Lions Club and Figure Skating Club. It has been a busy November and December; however, Montmartre now has their ice in so Wolseley won't have as much usage with Montmartre going there now.
- There is a curb stop leaking on Sherbrooke St N that may be a little water break. Councillor CM does not know too many details.
  - Public Works re: Sewer Jobs - would like to get away from Public Works performing the sewer jobs, and see that the ratepayers call the local company in town that does it. Councillor GH agrees to do away with the Town performing Sewer Jobs. It was mentioned that perhaps the Town could draft a policy for the next meeting regarding when ratepayers provide proof of a sewer blockage, that the Town give a small rebate on their Utility billing.

**463/17** CM/JJM to repeal Policy #17 - Public Works Sewer Job Policy, effective immediately.

**CARRIED**

- Lately, the Sportsplex has had many sewer jobs. Baran Sewer & Drain used a camera in the line to see what was causing the problems. A flap of some sort was found in the line, which was catching any debris being flushed and causing the issues. This has since been removed from the line and hopefully will resolve the sewer backups.

- GH** - Mayor GH mentions to Administration to let the community know about council's decision for Public Works to quit performing sewer jobs. Also, Mayor GH questions the waste bins at Dr. Isman Elementary School as they haven't been relocated yet. It was suggested to perhaps "CC" the two letters to our School Board representative as it is a safety issue to keep the bins there.

- Preliminary Budget Meeting tomorrow, December 7; plan to compile everyone's lists and have a second meeting in mid-January; Mayor GH looks forward to 2018 Budget.

### **UNFINISHED BUSINESS**

1. Risk Evaluation Report re: SGI Canada: The Boiler Room is complete; just have to put up a bit of insulation in the ceiling to finish it off. Administration will notify SGI that this has been completed.

### **NEW BUSINESS**

1. Wolseley Courthouse Stone Replacement - Bids Received: Two sealed bids have been received for the Stonework at the Wolseley Courthouse. Administrator opens and reveals the bids as follows:
  - Greg Chatterson - \$61,000
  - Kurt's Masonry - \$94,350 (tax included)

As there is a large difference in quotes, Councillor KD will gather more information from the bidders.

*Kurt MacPherson was called upon from the Public Gallery to address his bid.*

**464/17**

GH/JJM to hear Kurt MacPherson at 9:00PM to discuss his bid for the Wolseley Courthouse Stonework Replacement project.

**CARRIED**

- Kurt begins by noting the stones quoted on will not be the same as the other bid; as Kurt believes he has found the original quarry.
- Both Kurt and Greg are at a bit of a disadvantage in the respect that they do not have the complete package from the Town/Architect regarding the Stonework;
- Two lintels are involved in both quotes;
- Kurt's stone is proven quality stone, and he has the knowledge for curing techniques; a project like this, you cannot use modern cement;
- Lime mortar is not easy to source; Kurt has some mixed and cured already;
- Kurt mentions that if it's more suitable to Town Council, the project can be broken into separate portions to it isn't all done at once, as we know it can become a financial issue. Just let Kurt know what council decides.

*Kurt MacPherson leaves the council meeting at 9:10PM*

**465/17**

KD/TK to table Wolseley Courthouse Stonework Replacement project quotes until further information is gathered.

**CARRIED**

### **COMMUNICATIONS**

1. Bylaw Enforcement Report - Oct 26 2017: For Information Purposes.
2. U & K Greenhouses re: Interest in Ordering for 2018: Councillor JJM is working on gathering more quotes

**466/17**

JJM/TK to table U & K Greenhouses' inquiry until further quotes are received for the Flower Baskets for 2018.

**CARRIED**

3. Jenna Parker, Karen Souchette & Meghan Laverdiere re: Ladies Night Fundraiser: A small group of women are planning a Ladies Night Fundraiser in the early part of 2018 and are requesting assistance with providing charitable receipts for donations, in addition to a discounted and/or waived Town Hall rental.

**467/17**

JJM/KD that the Town charges full rent for the Town Hall usage for the proposed Ladies Night Fundraiser in 2018.

**DEFEATED**

- 468/17 TK/CM that the Town charges \$200.00 for the 2018 Town Hall usage for the proposed Ladies Night Fundraiser.  
**CARRIED**
- 469/17 GH/KD that the Town assists by providing Charitable Receipts for the proposed Ladies Night Fundraiser in 2018.  
**CARRIED**
4. Wolseley Heritage Foundation re: Request for Motion (\$20,000 donation): The Wolseley Heritage Foundation (“WHF”) has submitted a Concept Plan for the *Wolseley Courthouse Grounds/Historic Walk* and a \$20,000 donation with four (4) conditions for Council's consideration. It was suggested that this project should be ran in the same fashion as the Front Street Fence project; it is a great idea, however, it was thought that this project should be administered through the WHF organization rather than the Town of Wolseley.
- 470/17 RQ/TK that the Town of Wolseley is in favor of the Concept Plan for the Wolseley Courthouse Grounds/Historic Walk; but to have the project run through the Wolseley Heritage Foundation organization.  
**CARRIED**
- The \$20,000 cheque donation will be returned to the WHF, accompanied by a letter notifying council's decision.
5. Rachael Erickson re: Mainline Music Festival Wolseley: As an oversight of the newly formed committee, two extra days are required for the Mainline Music Festival Wolseley, and the committee is asking for two extra days' usage of the Town Hall/Opera House.
- 471/17 KD/RQ that the Town of Wolseley grant Mainline Music Festival Wolseley the extra two days as requested.  
**DEFEATED**
- 472/17 TK/CM that the Town charges Mainline Music Festival Wolseley \$200.00 per day for the extra two (2) days requested for the usage of the Town Hall/Opera House.  
**CARRIED**
- IN CAMERA**
- 473/17 CM/KD 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) Xplornet Communications Inc. re: Lease Proposal/Offer to Purchase - Update; 2) Schedule A - Formal Complaint Form, pursuant to “*The Code of Ethics Bylaw*”; and Ratepayer Letter re: Water Disconnection. Parties present: Mayor GH, Councillors CM, RQ, JJM, KD, TK and Administrator CQ.  
**CARRIED**
- 474/17 CM/TK to go out of In Camera at 10:19PM.  
**CARRIED**
1. Xplornet Communications Inc. re: Lease Proposal/Offer to Purchase - Update:
- 475/17 JJM/KD to continue ongoing negotiations with Xplornet Communications Inc.  
**CARRIED**
2. Schedule A - Formal Complaint Form pursuant to “The Code of Ethics Bylaw”:
- 476/17 GH/TK to inform complainant of Council's decision re: Schedule A - Formal Complaint Form filed pursuant to “*The Code of Ethics Bylaw*” - complaint dismissed.  
**CARRIED**

3. Ratepayer Letter re: Water Disconnection:

477/17

GH/TK to amend Utility Bylaw for reconnection fee for non-payment from \$200.00 to \$50.00.

**CARRIED**

**ANNOUNCEMENTS**

- Preliminary Budget Meeting - Thu Dec 07, 2017 at 7:00PM at the Council Chamber (Closed Meeting);
- Next Regular Meeting of Council - Wed Dec 20, 2017 at 7:00PM at the Council Chamber (610 Varennes Street).

**ADJOURNMENT**

478/17

JJM that the meeting be adjourned at 10:25PM.

**CARRIED**

*Gerald Hill*  
\_\_\_\_\_  
Mayor

*Candice Quintyn*  
\_\_\_\_\_  
Administrator