

**TOWN OF WOLSELEY
MINUTES
DECEMBER 20, 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 20, 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 6:58PM.

AGENDA

484/17 TK/CM that the Agenda be adopted as amended.

CARRIED

MINUTES

485/17 RQ/KD that the minutes of the Regular Meeting December 06, 2017 be approved as amended.

CARRIED

486/17 CM/RQ that the minutes of the Special Meeting December 07, 2017 be approved as presented.

CARRIED

ACCOUNTS

487/17 TK/JJM that cheque #'s 16060 to 16068 totaling \$7,541.18 be ratified.

CARRIED

488/17 KD/CM that cheque #'s 16069 to 16106 totaling \$91,868.98 be approved.

CARRIED

Council recommends holding Cheque #16087 totaling \$8,690.25 payable to Positive Plumbing & Heating in safe keeping until the Radiant Heaters are installed at the Town Maintenance Shop.

489/17 TK/KD that the Statement of Financial Activities detailed for the period ending November 30, 2017 be approved as presented.

CARRIED

REPORTS OF ADMINISTRATION

1. 2018 SUMA Convention Registration & Accommodations Ratification: Administrator and Councillor Drever have confirmed registration for attending the 113th Annual SUMA Convention in Regina. The associated costs are as follows:

SUMA Registrations \$682.50;
Accommodations \$136/night ~ \$816.00 + applicable taxes.

Mileage and Meal expense vouchers to be submitted after the convention.

490/17 RQ/GH that Administrator and Councillor Drever attend the 113th Annual SUMA Convention in Regina from Sunday February 4 to Wednesday February 7 at a cost of approximately \$1,500 + applicable taxes, mileage and meals.

CARRIED

2. 2018 Council Meetings - February Date Change (Due to SUMA): Administrator recommends the following dates for 2018 Council Meetings:

January 3, 17	July 4, 18
February 8*, 21	August 1, 15
March 7, 21	September 5, 19
April 4, 18	October 3, 17
May 2, 16	November 7, 21
June 6, 20	December 5, 19

*** Date changed from Wed Feb 7 to Thu Feb 8 due to SUMA Convention**

491/17

GH/TK to accept the following list of 2018 Council Meetings, as the first and third Wednesdays of each month, with the exception of February 8, 2018:

January 3, 17	July 4, 18
February 8*, 21	August 1, 15
March 7, 21	September 5, 19
April 4, 18	October 3, 17
May 2, 16	November 7, 21
June 6, 20	December 5, 19

CARRIED

3. 2018 Town Hall/Opera House Contractor Agreement Ratification: The Town Hall/Opera House Contractor Agreement has been renewed and signed between the Town of Wolseley and Contractor Laurie Stringer, for one year effective January 1 to December 31, 2018.

492/17

JJM/CM that the 2018 Town Hall/Opera House Contractor Agreement be renewed with Laurie Stringer, effective January 1 to December 31, 2018, at a rate of \$880.00/biweekly.

CARRIED

4. 2017 Amounts O/S for A/R Invoices, Effective Dec 31/17: Administrator has prepared a list of invoices that remain outstanding and should be written off as uncollectible (“W/O”):

INV #	DESCRIPTION	AMOUNT	W/O
2017-00101	Pet License(s)	40.00	W/O
2017-00264	Pet License(s)	5.00	W/O
2017-00256	Pet License(s)	5.00	W/O
2017-00105	Pet License(s)	20.00	W/O
2016-00416	Custom Work - Mowing	2,340.00	W/O
2017-00115	Pet License(s)	10.00	W/O
2017-00275	Pet License(s)	5.00	W/O
2017-00121	Pet License(s)	10.00	W/O
2017-00126	Pet License(s)	10.00	W/O
2017-00128	Pet License(s)	30.00	W/O
2017-00129	Pet License(s)	20.00	W/O
2017-00130	Pet License(s)	10.00	W/O
2017-00132	Pet License(s)	20.00	W/O
2017-00179	Fire Call - Feb10/17	733.00	W/O
2017-00136	Pet License(s)	10.00	W/O
2017-00137	Pet License(s)	30.00	W/O
2017-00138	Pet License(s)	10.00	W/O
2017-00139	Pet License(s)	10.00	W/O
2016-00228	Waste Water dumped at Lagoon	900.00	W/O
2017-00272	Pet License(s)	5.00	W/O
2017-00148	Pet License(s)	10.00	W/O
2017-00152	Pet License(s)	20.00	W/O
2017-00273	Pet License(s)	5.00	W/O
2017-00156	Pet License(s)	10.00	W/O
TOTAL		4,268.00	

493/17

TK/KD to cancel the presented accounts and write off as uncollectible, effective December 31, 2017.

CARRIED

MAYOR & COUNCILLOR FORUM

GH - Mayor GH reminds Council that the Code of Ethics applies to everyone, and must be taken seriously; we must strive to leave our personalities at the door; Also, Mayor GH reminds every one of the Purchase Policy that we have in place, and it is there for Council's protection as well as administrations protection.

TK - Nothing to report.

KD - Library held their Tea this afternoon and drew names for their Christmas hampers.
 - Courthouse discussion coming up in unfinished business.
 - Water Street Sanitary Sewer Line: Councillor KD was hoping to get Associated Engineering ("AE") out to present the detailed design to council for the Inverted Siphon system. It would be ideal to have tender-ready documents out by March 2018.

JJM - Nothing to report.

RQ - Fire Department is getting funding system setup for the Fire Truck. A Cheque presentation will be done between the Fire Department and Richardson Pioneer for the \$25,000 they are donating towards the New Fire Truck at the Wolseley Mustangs Junior C Hockey game on Saturday December 30, 2017.
 - Template letters will be sent out to corporations asking for donations. In discussion with the RM Administrator, it was decided that it would be easier if funds flowed through the Town rather than both the Town and the RM so we can keep track of everyone who is donating. Letters will be sent out in the New Year.

CM - Public Works: Foreman Schneider is talking to Brandt Tractor regarding a 5-year-old grader to see what we would get for our grader; right now we are just gathering information for quote purposes. The 5-year-old grader would be quoted with a drop-down snow blade. The current Town grader is getting harder to find parts as it is 27 years old.
 - Temporary Full Time employee has been laid off for the winter as Mark Smith is back to work on light duty. Lonnie has expressed interest in working for the Town in the New Year.
 - There is a curb stop leak at Sherbrooke Street North that we are hoping to hold off to repair until the spring if possible. Foreman checks on it daily.
 - It is really icy around Town, and Public Works has been doing their best to sand/salt the roads
 - The Santa Night at the Wolseley & District Sportsplex was a success! Big Thanks goes out to the Wolseley Lions Club, Minor Hockey and the Figure Skating Club
 - The Arena Board Snowmobile Rally will be pushed back due to the lack of snow.
 - Waste Management: reminder for Administration to send letters to local contractors regarding the Town no longer accepting shingles at the Wolseley Landfill, effective January 1st, 2018.

KD - Councillor Drever forgot to mention he is now certified to post on the SaskAlert program in case of emergencies.

GH - Mayor GH forgot to recommend retiring Town debt such as the Loader Loan and the Capital Expenditures Account for the "Bradley property".

494/17 GH/TK to payout the Loader Loan at a cost of \$28,929.33, effective December 21, 2017.

CARRIED

495/17 CM/RQ to pay off the Capital Expenditures Account Line Of Credit for the Bradley Property totaling \$7,426.35, effective December 21, 2017.

CARRIED

- Mayor GH discusses putting funds away in a reserve and seeks council direction (i.e. Fire Truck or Sewer Line)

496/17 KD/RQ to transfer \$35,000 from the General Operations Account to the Protective Services Reserve for the Fire Truck allocation.

CARRIED

UNFINISHED BUSINESS

1. Xplornet Communications Inc. re: Lease Proposal/Offer to Purchase - Update: Nothing to report.

2. Wolseley Courthouse Stone Replacement: Greg Chatterson is called upon from the Public Gallery to speak on his bid submission.

497/17 KD/RQ to hear Greg Chatterson at 7:49PM.

CARRIED

- The stone Greg has sourced will have to be tested for acceptability;
- There are different methods to using lime mortar, and there are no guidelines specified in the Courthouse documents on which method(s) to use for the repair; his quote does not reflect time for mortar to cure as the specifications are unknown;
- Greg mentioned he was unsuccessful in obtaining information from the Architect;
- Greg has worked for Parks Canada and has worked with lime mortar in his career;
- Greg mentions there is a note on one of the drawings regarding shoring up walls while lintels are repaired, but there are no specifications on the shoring up of the walls;
- Costs between quarries vary dramatically; if the current stone sourced does not pass inspection, another quarry will have to be located;
- Greg needs to know if there are any curing specifications.

Greg Chatterson returns to the Public Gallery at 7:58PM.

498/17 KD/RQ to work with Greg Chatterson for Courthouse Stonework project based on estimate in November 28, 2017 letter at \$61,000.00 + applicable taxes.

DEFEATED

499/17 GH/TK to hire Kurt's Masonry for Courthouse Stonework project as quoted in the December 4, 2017 correspondence at \$94,350.00 (taxes included).

DEFEATED

3. U & K Greenhouses re: Interest in Ordering for 2018: Nothing to report.

NEW BUSINESS

1. Bylaw No. 05-2017 - Amendment to Council Procedures Bylaw:

500/17 RQ/KD to read Bylaw No. 05-2017, an amendment to the Council Procedures Bylaw a first time this 20th day of December, 2017.

DEFEATED

2. Bylaw No. 06-2017 - Amendment to Utility Service Management Bylaw:

501/17 KD/CM to read Bylaw No. 06-2017, an amendment to the Utility Service Management Bylaw a first time this 20th day of December, 2017.

CARRIED

502/17 TK/KD to read Bylaw No. 06-2017, an amendment to the Utility Service Management Bylaw a second time this 20th day of December, 2017.

CARRIED

503/17 CM/TK that council agrees to read Bylaw No. 06-2017, an amendment to the Utility Service Management Bylaw three times at one meeting.

CARRIED UNANIMOUSLY

504/17 RQ/JJM to read Bylaw No. 06-2017, an amendment to the Utility Service Management Bylaw a third time and adopt this 20th day of December, 2017.
CARRIED

3. Policy No. 24 - Sewer Service Line Blockage(s) Policy:

505/17 KD/JJM to accept Policy No. 24 - Sewer Service Line Blockage(s) policy, as amended.
CARRIED

COMMUNICATIONS

1. SENSUS Partnership of Chartered Professional Accountants re: Wolseley Landfill: For information purposes. The Town of Wolseley is required under the Canadian public sector accounting standards Section 3270 - solid waste landfill closure and post-closure liability - to have a cost assessment done for landfill closure and post-closure by a qualified engineer to enable accurate estimated liability. The Town may have to budget a figure for 2018 budget to have a qualified engineer assess the landfill. More information will have to be gathered for this.

2. Dr. Isman Elementary School re: Relocation of Waste Disposal Bins: Principal responds by asking for clarification as to what the concern is with the current location of the waste collection bins, as they've been located there as long as many staff can remember, without issue. Council would like to reiterate that it is a safety concern as they impede the vision of traffic should a small child run out by them. Council suggests relocating the bins to the east side of their parking lot.

3. Wolseley Mustangs re: Request for Permission to Hold Social at Wolseley Sportsplex Dec 30/17: The Wolseley Mustangs Junior C Hockey Club request permission from the Town to hold a social at the Sportsplex on Saturday, December 30 from 8PM to 2:30AM. The Club requires written approval as part of the liquor permit process.

506/17 GH/CM to approve the Wolseley Mustangs Junior C Hockey Club to hold a social at the Wolseley Sportsplex on Saturday December 30, 2017 starting at 8:00PM and closing at 2:30AM.
CARRIED

IN CAMERA

ANNOUNCEMENTS

- Next Regular Meeting of Council - Wed Jan 03, 2018 at 7:00PM at the Council Chamber (610 Varennes Street).

ADJOURNMENT

507/17 CM that the meeting be adjourned at 8:40PM.

CARRIED

Gerald Hill
Mayor

Candice Quintyn
Administrator