

**TOWN OF DUNDURN
Council Meeting Minutes
June 8, 2015**

Minutes of the regular Council meeting for the Town of Dundurn held in Council Chambers, Dundurn, Saskatchewan.

PRESENT

Deputy Mayor Annette Hamilton
Councillors: Melva Richmond, Mark Collis, Scott Senick, Dan Arndt.

Staff: Eileen Prosser, (Administrator), Trevor Richmond, (Foreman).

ABSENT

None

CALL TO ORDER

Deputy Mayor Hamilton called the meeting to order at 7:00 p.m.

AGENDA

105.2015 Arndt/Collis - That the agenda be adopted as amended by adding:

- appoint new signing authority
- Laura Friesen, Dundurn Fire chief as a delegate
- Bylaw 2015-05 Ext. of Audit
- Building Permit application 2015.06

CARRIED

MINUTES

106.2015 Richmond/Senick - That May 11, 2015 meeting minutes be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

SREDA membership renewal review. Council is engaged in several local issues and projects and do not have the resources at this time to commit to a membership to participate with SREDA and their objectives. .

107.2015 Collis/Arndt - That we do not renew our membership with SREDA at this time.

CARRIED

ACCOUNTS PAYABLE

108.2015 Collis/Richmond - That the accounts payable cheque numbers #7259 to #7285, online payments and payroll totaling \$204,766.92 be approved for payment.

CARRIED

FINANCIAL REPORTS

109.2015 Richmond/Arndt - That the financial reports are accepted as presented.

CARRIED



DCC RESERVE

110.2015 Arndt/Richmond - That \$5,000 is transferred from the operating account to the Dundurn Community Centre Reserve account. CARRIED

DELEGATIONS

Dundurn Fire Chief Laura Friesen

Dundurn Fire Chief Laura Friesen discussed updates to Sask Alert program, emergency workshop for Council, fire bans in the area and the requirement for an EMO coordinator for Dundurn. Previous coordinator for the RM and Town resigned. Council discussed whether the position could actually be filled by a volunteer or if a paid position is more practical. Town to discuss with RM a shared coordinator. Council asked for a job description for a EMO coordinator.

Lorri Matthewson, Solomon Consulting

Council asked Ms. Matthewson to attend to discuss consulting services for various projects such as the DCC, Chamber of Commerce and other municipal services and supports they provide.

MEETING BREAK 8:40 - 8:50 P.M.

STAFF REPORTS

➤ *Public Works Foreman - presented a written report.*

- Hydrant at Dundurn Ave and First St has been replaced
- 1 - 1/2" of gravel has been applied to secondary roads in preparation for dust control
- Due to Sask. Hwy's budgeting we will no longer receive more than 10 tons of cold mix. We will have to purchase at \$100 per ton.
- Repairs to the chip seal due to frost boils has been started with SS1 and the cold mix we have on hand. Completion of repairs is dependent of delivery of the remaining cold mix from highways.
- Curb stops at the Dundurn Housing Authority family units need to be replaced due to unusual curb stop rods.
- Vacation days June 17 to 21.

111.2015 Collis/Arndt - That the Public Works foreman report is accepted as presented. CARRIED

Administration presented written report.

- Requested Dundurn Legion to contact office by June 15 regarding their items in storage at the Hall.
- Budget meeting called for June 29 at 6:30 pm.
- Summer student position application period ended on the 8th. Received several applications.
- National research council will be releasing grant to Lexcom in late June so they hope to be in Dundurn early July to map assets.
- Lexcom would like to merge a new website with the asset management software in the future. They would consider \$100.00 per month payment schedule.
- Review of remuneration for Deputy Mayor
- Review of elections act section 6 as requested
- Review of Municipal Act sections 91-97 as requested
- Review of changing number of Council members from 7 to 5 at the next general election.

112.2015 Arndt/Richmond - That the Administration report is accept as presented. CARRIED

COMMITTEE REPORTS

➤ **DRWU**

- HOTSYS trailer and equipment insurance rate will double from \$214 to approximately \$570 per year if the town rents the equipment out.

➤ **DAWWU**

- Discuss 16.79% of \$88,000 for a capital reserve

113.2015 Collis/Arndt - That the committee reports are accepted as presented. CARRIED

CORRESPONDENCE INFORMATION ITEMS

1. Water loss report (9)
2. Sharon Miskolczi resignation
3. Doug Narraway resignation
4. EMO coordinator Barb Olyniuk resignation
5. DAWWU Audit financials (10)
6. SREDA April 14 minutes (11)
7. Letter from J & D Elliot (12)
8. SHA asking for a donation for \$1000.00 for founders brick
9. Minister of Heritage and Languages letter of approval for Canada Day grant \$765
10. SUMA Golf Tournament July 9 & 10 Prince Albert
11. Waterwolf update (13)

114.2015 Collis/Richmond - That the correspondence be received and filed accordingly. CARRIED

DEVELOPMENT PERMIT APPLICATIONS

115.2015 Richmond/Collis - That development application 2015.06 to build a garage at 107 Fourth St. is approved pending receipt of the encroachment agreement from Sask Power.

CARRIED

BYLAWS

2015-02 to Amend OCP Bylaw 2013-03

116.2015 Arndt/Richmond - That Bylaw 2015-02 be introduced and read the first time.

CARRIED

2015-05 Extension of Audit

117.2015 Collis/Richmond - That Bylaw 2015-05 be introduced and read the first time.

CARRIED

118.2015 Senick/Arndt - That Bylaw 2015-05 be read the second time.

CARRIED

119.2015 Richmond/Senick - That Bylaw 2015-05 be given three readings at this meeting.

CARRIED UNANIMOUSLY

120.2015 Arndt/Collis - That Bylaw 2015-05 be read the third time and be adopted.

CARRIED

CURB STOPS

121.2015 Arndt/Senick - That the curb stops located at the Dundurn Housing Authority's family units are replaced.

CARRIED

TOWN WEBSITE

122.2015 Arndt/Collis - That Lexcom develops a new website at a cost of \$100.00 per month over a five year period. CARRIED

REMUNERATION

123.2015 Arndt/Richmond - That the Deputy Mayor receives the same remuneration as the Mayor until a new Mayor is elected. CARRIED

HOTSY

124.2015 Arndt/Senick - That resolution 89.2015 is rescinded. CARRIED

125.2015 Arndt/Senick - That the custom work rate of the Hotsy trailer and equipment is \$385.00 per day plus \$60.00 per hour for town employee. CARRIED

DAWWU CAPITAL ASSET RESERVE

126.2015 Arndt/Senick - WHEREAS, the Dundurn & Area Waste Water Utility requires a Sustainability Plan as stated by the Building Canada Fund;
WHEREAS, the Tangible Capital Asset Reserve will be based on the Cost of Construction percentages as per the attached schedule;
WHEREAS, the annual reserve will be set at \$88,000.00 for 2015 and 2016 and will increase by ten percent (10%) for 2017 to 2020;
WHEREAS, the municipal partners reserve the right to review this at any time;
THEREFORE, the Dundurn & Area Waste Water Utility hereby set a Tangible Capital Reserve as per all points stated. CARRIED

LGA COURSE

127.2015 Arndt/Collis - That resolution 42.2015 is rescinded. CARRIED

128.2015 Richmond/Collis - That Eileen Prosser take the LGA course August 9 to 14 and the final exam August 21 in Regina. CARRIED

INFLATABLE CASTLE BOUNCER

129.2015 Richmond/Collis - That the inflatable castle bouncer purchased by the Recreation Board is not sold. CARRIED

WATER SHUT OFF AT RENTAL PROPERTIES

130.2015 Collis/Richmond - That water service at 400 Third St. continues to be disconnected until arrears are paid and that there is no reduction in charges. CARRIED

131.2015 Senick/Richmond - That the property owner of 211 Carson St. is responsible for all outstanding utility charges from their renter and that the water continues to be disconnected until arrears are paid. CARRIED

SPRAY PARK FENCING

132.2015 Arndt/Senick - That a letter is sent to the Dundurn Lions Club regarding the completion of fencing around the Spray Park as per the approved project plans. CARRIED

CANADA 150 GRANT

133.2015 Arndt/Richmond - That Administration apply for the Canada 150 grant for upgrades to the Town Office building.

CARRIED

DUNDURN REGIONAL PLANNING COMMISSION

134.2015 Collis/Arndt - That resolution 97.2015 is rescinded and that the Town participates in the Dundurn Regional Planning Commission as ex-officio members until a full review of other regional planning commission's practices and procedures.

CARRIED

SIGNING AUTHORITY

135.2015 Arndt/Senick - That Sharon Miskolczi and Doug Narraway are removed and Annette Hamilton is added as signing authority for the Town of Dundurn.

CARRIED

IN CAMERA 10:55 p.m.

136.2015 Collis/Richmond - That the meeting proceed in camera at 10:55 p.m.

CARRIED

OUT OF CAMERA 11:25 p.m.

137.2015 Arndt/Senick - That the meeting resumes out of camera at 11:25 p.m.

CARRIED

SHIELDS TRUCK DUMP-DAWWU

138.2015 Richmond/Senick - That Council supports Option 1 for repairs to the Shields truck dump as per Associated Engineering's report and that the cost of construction be disclosed before and work begins with all approvals from the Ministry of Environment be forwarded to the Town of Dundurn.

CARRIED

ADJOURNMENT

139.2015 Arndt - That this meeting adjourns at 11:30 p.m.

CARRIED


DEPUTY MAYOR ANNETTE HAMILTON


ADMINISTRATOR EILEEN PROSSER

