

**TOWN OF DUNDURN
Council Meeting Minutes
May 11, 2015**

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

PRESENT

Mayor Doug Narraway
Councillors: Sharon Miskolczi, Annette Hamilton, Melva Richmond, Dan Arndt.

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

ABSENT

None

CALL TO ORDER

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

OPEN PUBLIC HEARING

78.2015 Miskolczi/Richmond - That the meeting is suspended to move into the public hearing at 7:05 p.m.

CARRIED

No written or verbal submissions received regarding Bylaw 2015-02 to amend OCP land use map.

CLOSE PUBLIC HEARING

79.2015 Miskolczi/Hamilton - That the Public Hearing is closed and the regular meeting resumes at 7:10 p.m.

CARRIED

OATHS OF OFFICE

The results of the April 2015 by-election are official and Mark Collis (Acclaimed) and Scott Senick (Acclaimed) were elected and completed their Oath of Office. Mark Collis and Scott Senick were sworn in as Councillors for the Town of Dundurn. Janet Patry notarized the oaths of office.

AGENDA

80.2015 Arndt/Richmond – That the agenda be adopted.

CARRIED

MINUTES

81.2015 Miskolczi/Hamilton - That April 13, 2015 meeting minutes be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

None

ACCOUNTS PAYABLE

82.2015 Miskolczi/Richmond – That the accounts payable cheque numbers #7223 to #7258, online payments and payroll totaling \$62,749.89 be approved for payment.

CARRIED

DELEGATIONS

None

REPORTS

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

- Sourced price of aluminum sandwich board for no parking and snow clearing. They are doubled sided with reflective coating. \$198.00 each. Will contact Waylyn Signs for a quote as well. Suggest purchasing some per year.
- Hotsy rental comparative quotes: \$170 per day for Hotsy, \$100 per day for water tank, \$115 per day for trailer totaling \$385.00/per day
- Diamond Asphalt will be completing repairs over the next few weeks, weather permitting.
- Holeshoot from Craik will belly dump gravel on remaining gravel roads and some alleys. After that is done we will apply dust control.

Administration presented written report.

- Assessment appeal date ended April 30. No appeals
- O/S 2014 taxes 22 properties \$55,200. Soft letter from town to be sent requesting payment or arrangements before sending to third party collection
- Letter to be sent to owners of known rental properties, to remind them that they are responsible for any debts accumulated by their renters.
- Old F4 grocery building on Second Ave - rotten front stairs and unsightly discuss nuisance violation.
- Meeting with planner sometime this week to review progress on Zoning bylaw
- First round BCF grant application for small communities for Dundurn Ave drainage & resurfacing still under provincial review, perhaps late spring before any information
- Town was approved for funding a summer student at \$5.00/hour for July and August
- Labyrinth land maintenance was returned to the Town by the Church. Town is now responsible for maintenance. Urban Camp cleaned up area this year. Communities in Bloom does not have a lot of members left to continue their mandate. Does Council still support a memorial park on the land by the Seniors lodge? Town may inherit the maintenance for this park as well as labyrinth and spray park.
- Waste stats 2014- curbside pickup at 8% loss and transfer station running at a 61% loss

IN CAMERA

83.2015 Hamilton/Richmond - That the meeting proceed in camera at 8:00 p.m.

CARRIED

OUT OF CAMERA

84.2015 Miskolczi/Hamilton - That the meeting resumes out of camera at 8:03 p.m.

CARRIED

Mayor Narraway left meeting at 8:03 p.m. Deputy Mayor Miskolczi resumes meeting as chair.

MEETING BREAK 8:03 p.m.

MEETING BACK IN SESSION 8:10 p.m.

➤ **Hall report**

- We need storage space upstairs to put away large value items. Discussed putting bathrooms upstairs and the feasibility and location of them. The Legion is not active but use up two storage rooms at the Hall.

➤ **Administration Committee**

- Employee reviews. Eileen Prosser left chambers.

IN CAMERA

85.2015 Arndt/Hamilton - That the meeting proceed in camera at 8:30 p.m. to discuss employee reviews. CARRIED

OUT OF CAMERA

86.2015 Collis/Arndt - That the meeting resume out of camera at 8:47 p.m. CARRIED

➤ **LIBRARY report.**

- January 29th 2015 AGM minutes reviewed.

➤ **DAWWU report**

- April 28 meeting review. Tangible Capital Reserve will be based on original project cost percentage by municipality not by connection as originally resolved by the Board. If connections were used as a basis to calculate a capital reserve it would have been \$30,672.00 expense to the ratepayers from the DAWWU in addition to the monthly operation fee of \$16.00 per connection. The town's percentage of the original project was 16.76%. Using this method applies a reserve to only the infrastructure that the town required on the original project which reduces the town's portion of a reserve to \$14,750.04 based on a yearly total reserve required by the DAWWU of \$88,000.00. Council discussed ratepayers covering infrastructure repairs and maintenance that solely benefits another municipality and DAWWU shortage being charged by connection. Administration suggested the town pay 25% instead not 40% of the \$67,584.00 shortage this one time as a good faith payment as a corporate partner. Council discussed keeping the percentage consistent with capital reserve charge. Discussion of future large commercial projects in various municipalities and what the financial impact may be to the DAWWU.

➤ **CONCERNED CITIZEN GROUP (CCG) verbal report**

- Last meeting was somewhat productive. RCMP did attend and minutes were taken. Councillor Richmond would like to attend one more session. Discussed rescinding resolution to no longer appoint a representative to CCG. Tabled rescinding the resolution and will review impact of no longer participating at a later date.

87.2015 Richmond/Collis – That the Staff and Committee reports be accepted as presented. CARRIED

CORRESPONDENCE INFORMATION ITEMS

1. Water loss report 5
2. Bylaw officer reports 6

88.2015 Collis/Hamilton – That the correspondence be received and filed accordingly. CARRIED

HOTSYS

89.2015 Arndt/Senick - That rental fee for town's hotsys equipment and trailer is \$385.00 per day with a signed rental agreement. CARRIED

Recorded Vote:

For: Collis, Senick, Narraway, Arndt, Hamilton, Richmond
Against: Miskolczi

SUMMER STUDENT

90.2015 Miskolczi/Richmond - That Administration advertise for a general labour position under the summer student program at minimum wage and that a valid driver's license is required.

CARRIED

LEGION

91.2015 Collis/Arndt - That a letter is sent to the Dundurn Legion explaining that we will be moving their items from the upstairs storage closet and for them to contact the Town with what their intentions are for picking up the items.

CARRIED

EMPLOYEE REVIEWS

92.2015 Collis/Senick - That the employee reviews are accepted as presented.

CARRIED

DAWWU INVOICE #2014-119 for \$27,418.06

93.2015 Hamilton/Senick - That 16.76% (\$11,327.08) of the DAWWU estimated 2014 shortfall of \$67,584.00 is paid on DAWWU Invoice 2014-119 and that the town obtains a legal opinion of the Corporate Agreement and the DAWWU resolution for the Town to pay 40% of the operating shortfall.

CARRIED

DUNDURN SCHOOL TRY ALL ATHON DONATION REQUEST

94.2015 Hamilton/Arndt - That a donation of \$1,000.00 is made to the Dundurn School for the Try-all-Athon program.

CARRIED

BLACKSTRAP ART TOUR DONATION REQUEST

95.2015 Arndt/Richmond - That a donation of \$100.00 is made to the Blackstrap Art Tour Committee.

CARRIED

RCMP POLICING AGREEMENT

96.2015 Hamilton/Collis - That Council supports the RCMP's 2015/2016 policing priorities of:

- 1.) Crime reduction - Enforcement & Education
- 2.) Traffic Enforcement

CARRIED

SREDA MEMBERSHIP

Administration asked Council to review continuing the town's membership with SREDA. Item tabled pending a review by newly elected council members.

DUNDURN REGIONAL PLANNING COMMISSION

Legal reviewed the memorandum of understanding (MOU) as per Council's request. Council is in consensus that if they were to sign the MOU that it is only an agreement to participate in discussions and that it is a non-binding agreement. Council wants the voting structure removed from the MOU as the Town is a growing urban center and the current voting structure of the Town having only two votes the same as a smaller municipality may not be prudent to the advancement of the town's interests at this time.

97.2015 - Arndt/Senick - WHEREAS, the Town of Dundurn is currently a member of the Waterwolf Planning Commission;
WHEREAS, the Council of the Town of Dundurn is of the agreement that the Greater Dundurn Regional Planning Commission memorandum of understanding (MOU) is a non-binding agreement as per legal counsel;
WHEREAS, the MOU being an agreement to only participate in discussions concerning the Dundurn Regional Planning Commission;
WHEREAS, the voting structure of the MOU is removed;
THEREFORE, it is resolved that the Town of Dundurn will sign the Greater Dundurn Regional Planning Commission memorandum of understanding.

CARRIED

MEETING BREAK 10:00 p.m.

MEETING BACK IN SESSION 10:05 p.m.

LEXCOM CIMS ASSET MANAGEMENT PILOT PROGRAM

98.2015 Hamilton/Arndt - That the town participates in the CIMS Asset Management pilot program by Lexcom at a fee of \$250.00 per month and that the program is evaluated after one year.

CARRIED

LEXCOM TOWN WEBSITE REBUILD

Link to revised website front page emailed to council. Website would be interactive with CIMS and interface with community inquiries and town forms such as online pet license or business license renewal. A donation link can also be created for the Dundurn Community Centre plus built to interface with builders and Sunshine Meadows developer showing lots for sale, sizes available etc. Better interface link to existing Town business that provides more information on the business is also a benefit. Website also mobile friendly. Cost of rebuild with new features is \$5,000. Council not interested at this time. May review again during budget meetings.

IN CAMERA 10:25 p.m.

99.2015 Hamilton/Richmond - That the meeting proceed in camera at 10:25 p.m. to update new council members on development.

CARRIED

OUT OF CAMERA 10:30 p.m.

100.2015 Richmond/Collis - That the meeting resumes out of camera at 10:30 p.m.

CARRIED

DEPUTY MAYOR APPOINTMENT

101.2015 Arndt/Richmond - That Councillor Hamilton is newly appointed as the Deputy Mayor.

CARRIED

APPOINTMENTS

102.2015 Richmond/Collis - That the Town of Dundurn appointments are revised as follows:

- Blackstrap Emergency Services Team (BEST) - Councillor Collis
- Dundurn Rural Waste Water Utility (DAWWU) - Councillor Senick, Alternate - Councillor Arndt
- Town Engineer firm - BULLEE Consulting Ltd.
- CCG - removed
- BIG - removed
- REMAC - removed
- Mid-Sask Region - removed
- Waterwolf Planning Commission - Councillor Arndt, Alternate - Councillor Miskolczi

- Administration Committee: Councillors Hamilton, Collis, Arndt
- Financial Planning Committee: Councillors Hamilton, Richmond, Miskolczi
- Infrastructure Committee: Councillors Miskolczi, Senick, Collis, Richmond
- Protective Services: Councillor Collis
- Economic Development Committee: All members of Council

DEVELOPMENT PERMIT APPLICATIONS

None

BYLAWS

None

ADJOURNMENT

103.2015 Collis – That this meeting adjourns at 11:00 p.m.

CARRIED

DEPUTY MAYOR ANNETTE HAMILTON

ADMINISTRATOR EILEEN PROSSER