

TOWN OF DUNDURN
Minutes of the Regular Meeting of Council
held in Council Chambers of the Municipal Office in Dundurn, SK. on
September 14, 2015

PRESENT

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

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

ABSENT

Councillor Dan Arndt

CALL TO ORDER

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

AGENDA

200.2015 Collis/Richmond – That the agenda be adopted as amended by adding:

- Culvert replacement policy
- BEST call out rate increase to \$1,000.00
- K. Wagenhoffer - delegation cancellation
- Tim Ledding from Bullee - delegation re: WSA report
- #2015-12 Development Application 216 Second St.

CARRIED

MINUTES

201.2015 Richmond/Senick - That July 13, 2015 regular meeting minutes be adopted.

CARRIED

202.2015 Collis/Richmond - That the July 21, 2015 special meeting minutes be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Meeting to review DRWU water rate increase to be held September 23, 2015 in Council Chambers.

ACCOUNTS PAYABLE

203.2015 Richmond/Collis – That the accounts payable cheque numbers #7361 to #7446, online payments and payroll totaling \$154,248.14 be approved for payment.

CARRIED

FINANCIAL REPORTS

204.2015 Senick/Richmond - That the financial reports be accepted as presented.

CARRIED

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DELEGATIONS

Darcy McLane from Lexcom

- Discussed update on CIMS
- Public Wi-Fi capabilities to enhance the CIMS tools and to provide surveillance camera capability, currently testing various cameras. Recommend leasing hardware and 2 systems are required to test best locates for Wi-Fi. Will provide Council with lease quote for 2 Wi-Fi systems and surveillance cameras
- Asset mapping update

MEETING BREAK 8:45 TO 8:50 P.M.

DELEGATIONS - CON'T.

Tim Ledding from Bullee Engineering

- Reviewed with Council the draft Waterworks System Assessment report

COMMITTEE & STAFF REPORTS

205.2015 Collis/Richmond - That the following staff reports be acknowledged as presented:

- Public Works & Utilities report as presented by Trevor Richmond
- Administration report as presented by Eileen Prosser
- BEST report as presented by Mark Collis
- Library report as submitted by Melva Richmond
- Mayor's report as presented by Annette Hamilton
- DRWU report as presented by Scott Senick

CARRIED

CORRESPONDENCE INFORMATION ITEMS

1. Water loss report **(8)**
2. Saskatoon Detachment Advisory Board July 15 minutes **(9)**
3. Bylaw Enforcement report **(10)**
4. Solomon Mathewson Consulting offering starting services to municipalities **(11)**
5. Waterwolf membership meeting Oct 15 11 am in Outlook - Dan is appointed
6. 2016 Main Street Conference - who want to attend? **(13)**
7. Thank you card from Blackstrap Arts Tours committee

206.2015 Collis/Richmond - That the correspondence is acknowledged as presented and filed accordingly.

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DEVELOPMENT PERMIT APPLICATIONS

207.2015 Collis/Richmond - That development application 2015.09 to renovate an exterior and interior wall at 122 Dundurn Ave is not approved pending further information from the commercial building inspector.

CARRIED

208.2015 Collis/Senick - That development application 2015.10 to replace a roof at 400 Third Street is approved.

CARRIED

209.2015 Senick/Collis - That preliminary review development application 2015.PR11 & request for a zoning amendment for a residential duplex development be approved in principal pending a detailed concept plan for the lot.

CARRIED

210.2015 Collis/Richmond - That development application 2015.12 for a new house at 216 Second Street is approved with the condition of utility levy totaling \$8,000.00 as per *Bylaw 2013-01 Section 5* to be paid in full before water and sewer connection.

CARRIED

BYLAWS

None

SASKPOWER EASEMENT

211.2015 Collis/Senick - That the SaskPower Easement Right-of-Way consent and agreement for Parcel 14, Plan 85S24677 Ext. 1 (Surface Parcel 146773200) is approved and signed.

CARRIED

CULVERT POLICY

If no existing culvert - all costs of the culvert and installation is the responsibility of the property owner or agent. All culvert installations must be inspected by the Public Works and Utilities Department before being covered. An appointment for inspection should be made at least 72 hours in advance.

If an existing culvert needs to be repaired or replaced due to natural causes, the Town bears the cost which includes repair to the driveway, if required, back to a useable condition. Should the culvert require repair or replacement due to damages by the property owner, all costs will be charged back to the owner.

New and replacement culverts are to be made of HDPE material or other material as only approved by the Public Works Department.

CONTROLLED BURN AT RAILWAY AVE. DITCH

212.2015 Collis/Senick - That weeds in ditch on Railway Avenue be removed by a controlled burn on the approval of the Fire Chief.

CARRIED

FIRE CALL OUT CHARGES

213.2015 Senick/Collis - That Fire Department call out charges invoiced to the Town be charged back to the property owner effective immediately.

CARRIED

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GRANT WRITING WORKSHOP

214.2015 Senick/Richmond - That the Town Office is closed on September 18, 2015 from 11:30 am to 2:30 pm for staff and council to attend the Grant Writing Workshop hosted by the Town. CARRIED

CN RAIL FIRE HALL ENCROACHMENT LEASE

215.2015 Senick/Richmond - That the CN Rail 5 year lease invoice for \$750.00 to cover the fire hall encroachment agreement fee is paid and charged back to BEST. CARRIED

BLACKSTRAP EMERGENCY SERVICES TEAM (BEST) CALL OUT FEE

216.2015 Collis/Senick - That the Town is in favour of BEST increasing their call out fee from \$750.00 to \$1,000.00. CARRIED

VOLUNTEER EMO CO-ORDINATION

217.2015 Collis/Richmond - That the Town is in favour of accepting Ray Moskowec as the new Emergency Management coordinator for the R.M and Town of Dundurn effective immediately. CARRIED

RESCIND RESOLUTION 08.2015 REGARDING TAX ENFORCEMENT

218.2015 Collis/Senick - That resolution 08.2015 regarding sending tax enforcement accounts to Western Municipal Tax Solutions be rescinded. CARRIED

TAX ENFORCEMENT

219.2015 Collis/Senick - That the Town advertises the tax enforcement list as presented exempting those properties with less than 50% of the previous year's levy outstanding. CARRIED

NICK COLLIS

220.2015 Senick/Richmond - That Nick Collis is hired at \$12.50 per hour from September 1-18th to complete Office and Hall projects and for vacation coverage with the Public Works Department. CARRIED

2015 MUD DRAG EVENT

221.2015 Senick/Richmond - That the Town approves the Dundurn Lions Club to sell liquor on their premises during the 2015 Mud Drag event on September 12 & 13, 2015. CARRIED

IN CAMERA

222.2015 Richmond/Senick - That the meeting proceeds in camera at 10:35p.m. to discuss water & sewer utility services in developments. CARRIED

OUT OF CAMERA

223.2015 Richmond/Senick - That the meeting resumes out of camera at 11:10 p.m. CARRIED

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ADJOURNMENT

224.2015 Collis - That this meeting adjourns at 11:10 p.m.

CARRIED

DEPUTY MAYOR ANNETTE HAMILTON

ADMINISTRATOR EILEEN PROSSER