

TOWN OF DUNDURN
Minutes of the Regular Meeting of Council
held in Council Chambers of the Municipal Office in Dundurn, SK. on
April 8, 2019

PRESENT

Mayor Per Vinding

Councillor(s): Melva Richmond, Fred Wilson, Walter Litke, Annette Hamilton.

Staff: Eileen Prosser, (Administrator), Trevor Richmond, (Public Works Supervisor).

ABSENT

None

CALL TO ORDER

Mayor Vinding called the meeting to order at 6:02 p.m.

AGENDA

**1. LITKE
RICHMOND**

RESOLVED that the April 8, 2019 Regular Meeting Agenda be adopted with the following amendments.

11.6) Letter from RM of Dundurn regarding new Fire Department agreement

13.17) 2019 RCMP Policing Priority

13.18) Go Yellowhead travel guide advertising

CARRIED

MINUTES

**2. WILSON
HAMILTON**

RESOLVED that the following meeting minutes be adopted:

a) March 11, 2019 Regular Meeting Minutes.

3. BUSINESS ARISING FROM THE MINUTES

None

4. DELEGATION(S)

a) Gail and Mike from Saskatoon Radio Group to discuss continued marketing plan. Left at 6:45 pm

b) Kelly Pruden from Prairie People Metis EDC to discuss support for commercial business in the RM of Dundurn. In camera. Left at 7:15 pm

c) S. Armstrong to discuss Fire Department Volunteer application process. In camera. Left at 7:45 pm.

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IN CAMERA

**5. HAMILTON
LITKE**

RESOLVED that the meeting proceeds in camera at 6:45 p.m. as per clause 17(1)(f) of the *Local Authority Freedom of Information and Protection of Privacy Act* to discuss development and human resource matters.

CARRIED

OUT OF CAMERA

**6. LITKE
HAMILTON**

RESOLVED that the meeting resumes out of camera at 7:47 p.m.

CARRIED

DUNDURN FIRE DEPARTMENT VOLUNTEER COMPLAINT

**7. VINDING
LITKE**

WHEREAS, a complaint was made to the town regarding the Dundurn Fire Department (DFD) Volunteer interview process; and

WHEREAS, the town has an appointed representative on the DFD Board that oversees and manages the operations of the DFD;

NOW THEREFORE BE IT RESOLVED, that a review of the complainants DFD volunteer interview and the interview policies are to be conducted by the board who manage the operations.

CARRIED

MEETING BREAK 7:50 PM – 8:00 PM

TOWN ADVERTISING

8. WILSON

RESOLVED that the town does not promote the town with advertising on the radio as per the proposal from the Saskatoon Media Group.

DEFEATED

**9. VINDING
LITKE**

RESOLVED that the town approves the proposal for \$22,680.00 from the Saskatoon Media Group for the Dundurn Marketing Campaign to advertise the town through radio ad promotions from May to December 2019.

CARRIED

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ACCOUNTS PAYABLE

**10. HAMILTON
RICHMOND**

RESOLVED that Accounts Payable cheque numbers 9311 to 9339, online payments, council remuneration and payroll totaling \$60,183.71 is approved for payment.

CARRIED

FINANCIAL REPORTS & BANK RECONCILIATIONS

**11. WILSON
LITKE**

RESOLVED that the financial reports and bank reconciliations are acknowledged as presented.

CARRIED

RIDE ON MOWER

**12. WILSON
RICHMOND**

RESOLVED that a 2019 ride on Kubota mower is purchased for \$18,883.35 less the trade in value of the towns 2004 John Deer mower for \$7,500 as per the quote from Earthworks Equipment Corp.

CARRIED

TOWN EMBLEM JACKETS

**13. HAMILTON
LITKE**

RESOLVED that administration review purchasing jackets with the town emblem.

CARRIED

STAFF REPORT(S)

**14. WILSON
LITKE**

RESOLVED that the staff reports be acknowledged as presented.

CARRIED

TREVOR LEFT THE MEETING AT 9:34 PM

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WATERWOLF 2019-2020 BUDGET

**15. HAMILTON
LITKE**

RESOLVED that the town approves the Waterwolf 2019-2020 operating budget as presented.

CARRIED

COMMITTEE REPORTS

**16. LITKE
RICHMOND**

RESOLVED that the committee reports are acknowledged as presented.

CARRIED

SPONSORSHIP REQUEST

**17. VINDING
HAMILTON**

RESOLVED that a sponsorship ad for \$279.00 in the Courageous K9 Magazine where proceeds help to provide service dogs to military veterans and first responders is approved.

CARRIED

CORRESPONDENCE

**18. LITKE
WILSON**

RESOLVED that the following correspondence is acknowledged as presented and filed accordingly:

- Nov Water loss report (195 cu)
- CATPC April 2018 AGM minutes and Invite to April 24 AGM in Davidson
- Letter from Frederick Szostak – regarding a solution to speeding in school zones – paint 2 yellow lines in middle of road for length of school zone
- Impact Canada – invitation to join coalition of municipalities regarding Bill C-69
- 4-H donation request
- CATPC December minutes
- Courageous K9 Service Dogs – looking for ad sponsorship. Provide free service dogs to ex military \$279 business size

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TRANSFER TO CAPITAL

**19. HAMILTON
LITKE**

WHEREAS, the \$16,500 loan payment for water and sewer lines on Railway ended in 2018; and

WHEREAS, \$90,000 was used from the capital account to purchase two trucks for public works;

NOW THEREFORE BE IT RESOLVED, that \$16,500 is transferred each year from the operating account to the capital account to rebuild the reserve.

CARRIED

MUNICIPAL RESERVE CASH IN LIEU

**20. WILSON
HAMILTON**

RESOLVED that the cash in lieu settlement for the required municipal reserve to the owner of the subdivision of Lot A, Block 10, Plan 69S00648 is set at \$1,500.00.

CARRIED

TOWN FREE DUMP DAY

**21. WILSON
LITKE**

RESOLVED that the town approves a free dump day in May 2019 for town residents with a maximum of two loads per residence on condition that the RM of Dundurn approves the use of the Transfer Station location; and that the town uses their own attendant and 40-yard bins.

CARRIED

SASK LOTTERY GRANT REQUEST

**22. HAMILTON
RICHMOND**

RESOLVED that a \$500.00 grant from Sask Lottery funding is approved for the Dundurn Detonators.

CARRIED

SUMMER STUDENT EMPLOYMENT POLICY

**23. LITKE
RICHMOND**

WHEREAS, the town applies for Federal Summer Student Grant funding; and

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WHEREAS, there is limited employment opportunity for town residents and limited opportunity to gain entry level job experience within the town for students;

NOW THEREFORE IT BE RESOLVED, that preference is given to applicants for Summer Student positions who reside in the Town and who have not been previously hired; and only when no qualified applicants are received under this policy will other applications be reviewed.

CARRIED

REIMBURSEMENT POLICY FOR SEWER LINE CLEARING

**24. VINDING
HAMILTON**

RESOLVED that the following policy is enacted regarding reimbursement to a property owner to clear a plugged sewer line due to an obstruction on the town owned portion of the line:

That reimbursement to a homeowner for costs from a third party that provided a service to clear their plugged sewer line but where the obstruction is found to have occurred in the portion of town owned line; will only be reimbursed under the following circumstances:

- a) That the contractor provides a video of the line obstruction to Public Works for review with the length of the sewer where the blockage occurred noted.
- b) That a copy of the invoice is received from the homeowner providing the details.
- c) That reimbursement does not exceed \$400. Approval from Public Works must be received before any obstructions are removed on town owned line where reimbursement that will exceed \$400.00.
- d) If approved for payment, reimbursement will only be paid directly to property owner.

CARRIED

OFFICE COMPUTER SYSTEMS

**25. HAMILTON
LITKE**

WHEREAS, the municipal software provider will no longer support Windows 7; and

WHEREAS, the office computer systems are approximately (8) eight years old;

NOW THEREFORE BE IT RESOLVED, that the quote of \$7,283.00 from Munisoft for the computer system upgrade is approved.

CARRIED

EXPRESSION OF INTEREST CANADA INFRASTRUCTURE GRANT

**26. HAMILTON
LITKE**

RESOLVED that administration submits the expression of interest application to the Provincial Government regarding a grant for the rehabilitation project of Government Rd. North and a portion of Third St. between of Railway Ave. and Government Rd. North.

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DMHA APPLICATION FOR SASK LOTTERY GRANT

**27. LITKE
RICHMOND**

RESOLVED that the DMHA must submit receipts or payment for \$525 representing the balance of the \$900 received from Sask Lotteries Grant funding for the 2016/2017 grand period; and that approval of further Sask Lottery funding request are not eligible until then.

CARRIED

2019 UMAAS CONVENTION JUNE 4-7, 2019

**28. HAMILTON
RICHMOND**

RESOLVED that Eileen Prosser attends the 2019 UMAAS Convention June 4-7, 2019 with expenses paid according to municipal policy.

CARRIED

UMAAS WORKSHOP – BACK TO BASICS

**29. HAMILTON
LITKE**

RESOLVED that Eileen Prosser attends the UMAAS Back to Basics workshop April 17, 2019 with expenses paid according to municipal policy.

CARRIED

DAWWU CORPORATE AND OPERATING AGREEMENT

**30. WILSON
LITKE**

WHEREAS, the Corporate Partners of the Dundurn and Area Waste Water Utility, (DAWWU), have negotiated to finalize the Operating and Corporate agreement to start as at January 1, 2019, based on the final February 28, 2019 version; and

WHEREAS, the town as a show of good faith in finalizing the agreements will concede to include the 2018 Resort Village of Shields and RM of Dundurn non lagoon expenses and submit our final 2018 payment on the sole condition the agreements, as submitted are also ratified by the the other corporate partners;

NOW THEREFORE BE IT RESOLVED, that the agreements are signed and forwarded along with the final 2018 payment to Jenson Stromberg, to also be signed by the RM of Dundurn and the Resort Villages of Shields and Thode.

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2019 RCMP POLICING PRIORITIES

**31. LITKE
WILSON**

RESOLVED that the town agrees with the RCMP policing priorities as outlined below, for the fiscal year of April 1, 2019 to March 31, 2020.

Community Safety Through Crime Reduction (Rural Crime)

(1) Enforcement – Prolific Offenders – Property Related Crime; Drugs; Traffic

(2) Visibility – Rural Patrols, School and Community Visits and Presentations

(3) Intelligence Lead – Intel Gathering; Rural Crime Watch Groups etc.

CARRIED

YELLOWHEAD TRAVEL GUIDE

**32. HAMILTON
RICHMOND**

RESOLVED that the request to advertise the town in the Yellowhead Travel Guide is not approved due to the cost of advertising space

CARRIED

ADJOURNMENT

33. WILSON

RESOLVED that this meeting adjourns at 11.25 p.m.

CARRIED

Per Vinding, Mayor

Eileen Prosser, Administrator