

**Town Of Dundurn**  
**Minutes of the Regular Meeting of Council**  
**Held in Council Chambers of the Municipal Office in Dundurn, SK on**  
**Tuesday, March 9, 2021**

**PRESENT**

Mayor Curtis Boyes

Councillors: Cody Deringer, John Gourdeau, Matt Jurkiewicz, Andrew Servetnyk

Administration: Brittany Hadley, Acting Administrator; Trevor Richmond, Public Works Supervisor

**ABSENT:** None

**CALL TO ORDER**

Mayor Boyes called the meeting to order at 6:30 P.M.

**RECORDING SECRETARY**

**C.DERINGER**

RESOLVED that Brittany Hadley be appointed as Recording Secretary for the Regular Meeting of Council on March 9, 2021.

UNANIMOUSLY CARRIED

**MINUTES**

**M. JURKIEWICZ**

RESOLVED that the following meeting minutes be adopted:

2.1 Adoption of February 24, 2021, Regular Meeting Minutes.

UNANIMOUSLY CARRIED

**ACCOUNTS PAYABLE**

**A. SERVETNYK**

RESOLVED that Accounts Payable cheque number 10120 – 10144, online payments, council remuneration, and payroll listing in the amount of \$56,995.52 which is attached to, and forms part of these minutes be approved as presented.

UNANIMOUSLY CARRIED

**FINANCIAL STATEMENTS**

**C.DERINGER**

RESOLVED that the following financial reports are approved as presented.

UNANIMOUSLY CARRIED

**FOREMAN'S REPORT**

C.DERINGER

RESOLVED that the Foreman's Report is acknowledged as presented.

UNANIMOUSLY CARRIED

**STAFF REPORTS**

A. SERVETNYK

RESOLVED that the following staff reports are acknowledged as presented.

UNANIMOUSLY CARRIED

*Public works supervisor, T. Richmond left the meeting at 6:58 P.M.*

*7:00 P.M. – Saskatoon Media Group*

**PRESENTATION EXTENTION – SASKATOON MEDIA GROUP**

M. JURKIEWICZ

RESOLVED that the Saskatoon Media Group be provided an additional 15 minutes to present.

UNANIMOUSLY CARRIED

**SASKATOON MEDIA GROUP**

J. GOURDEAU

RESOLVED that the Saskatoon Media Group's Marketing Strategy presentation and information is acknowledged as presented.

UNANIMOUSLY CARRIED

*7:30 P.M. – Alan Thomarat – DAWWU Agreement Delegation*

**ALAN THOMARAT, TYLER (CPA) from Accounting Firm? – DAWWU**

A. SERVETNYK

RESOLVED that the DAWWU presentation and information for the DAWWU Agreement is acknowledged as presented.

UNANIMOUSLY CARRIED

**PRESENTATION EXTENTION – DAWWU**

M. JURKIEWICZ

RESOLVED that the DAWWU group be provided an additional 15 minutes to present.

UNANIMOUSLY CARRIED

*Meeting break from 7:56 P.M. to 8:02 P.M*

**RATE PAYER REFUND REQUEST ON INTEREST**

M. JURKIEWICZ

RESOLVED that the interest on January property utility bills on accounts 00106 0000 and 00106 0050 be refunded.

UNANIMOUSLY CARRIED

**WALTER LITKE REFUND**

J. GOURDEAU

RESOLVED that refund for \$50.00 Walter Litke be approved for expenses related to the return of the Town computer.

UNANIMOUSLY CARRIED

**DAWWU OPERATIONS AGREEMENT**

C.DERINGER

RESOLVED that the DRWU Agreement proposal to keep the capital reserves in its current status be approved.

UNANIMOUSLY CARRIED

**MORNING VILLAGE SITE PLAN**

M. JURKIEWICZ

Resolved that Council prepare and distribute a response requesting further information to Aspire Investment Holding Ltd. regarding the proposed Morning Village Site Plan.

UNANIMOUSLY CARRIED

**CORRESPONDENCE**

A. SERVETNYK

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

- 1.1 – Rate Payer Refund Request on Interest
- 1.2 – Walter Litke – Council Computer
- 1.3 - DRWU – Quote from Blaze Solar
- 1.4 – RV of Thode – DRWU Agreement
- 1.5 – Canadian Heritage – Grant Approved
- 1.6 – DRWU – Letter to Thode re: AGM & Corporate Bylaw
- 1.7 - Aspire – Development Zoning Request
- 1.8 – High River – 2<sup>nd</sup> Request to Support Reinstatement of Coal Policy.

CARRIED UNANIMOUSLY

8:20 P.M. – DUNDURN & AREA SPORTS CENTRE DELEGATION – Carolyn Cartwright & Bryan Briggs

**DUNDURN & AREA SPORTS CENTRE DELEGATION**

A. SERVETNYK

RESOLVED that the Dundurn & Area Sports Centre presentation and information is acknowledged as presented.

UNANIMOUSLY CARRIED

**TOWN HALL SECURITY UPGRADES**

C.DERINGER

RESOLVED that Administration investigate a security system for Town Hall and report back.

UNANIMOUSLY CARRIED

**TEMPORARY ADMINISTRATOR**

C.DERINGER

RESOLVED that Council move forward to advertise to hire a temporary Administrator effective immediately.

UNANIMOUSLY CARRIED

**UTILITY AREARS**

M. JURKIEWICZ

RESOLVED that the utility arears in the amount of \$720.93 for Account 00003 0020, \$740.77 for Account 00287 0000, and \$662.72 for Account 00325 0010 be transferred to the property taxes.

UNANIMOUSLY CARRIED

**SUMASSURE RENEWAL**

C.DERINGER

RESOLVED that SUMASSURE be renewed in the amount of \$51,729.00.

UNANIMOUSLY CARRIED

**MINUTES**

A. SERVETNYK

RESOLVED that the minutes of the January 12, 2021, Regular Meeting of Council be adopted.

UNANIMOUSLY CARRIED

**ACCOUNTS PAYABLE**

M. JURKIEWICZ

RESOLVED that accounts payable #10079-10119, online payments, and payroll listing which is attached to and forms a part of these minutes totalling \$135,458.22 be approved as presented.

UNANIMOUSLY CARRIED

**FINANCIAL STATEMENTS**

C.DERINGER

RESOLVED that the financial statements are approved as presented.

UNANIMOUSLY CARRIED

**WATER SECURITY REPORTS**

J. GOURDEAU

RESOLVED that the QACC Policy, ERP, and Annual Compliance be forwarded to the Water Security Agency and THAT they are posted on the Town website and social media account.

UNANIMOUSLY CARRIED

**SEWER LINE REPLACEMENT**

A. SERVETNYK

RESOLVED that the sewer line from the street to the property line of 214 Carson Street be replaced at a cost of up to \$2,500.00.

UNANIMOUSLY CARRIED

**ROADSIDE AWARENESS PROGRAM**

C.DERINGER

RESOLVED that the Town of Dundurn Foreman and Assistant Foreman actively participate in the Roadside Awareness campaign on March 10, 2021, from 7:00 P.M. to 8:00 P.M.

UNANIMOUSLY CARRIED

**FEBRUARY FOREMANS REPORT**

J. GOURDEAU

RESOLVED that the Foreman's Report be adopted as presented.

UNANIMOUSLY CARRIED

*C. Deringer and A. Servetnyk declared a pecuniary interest for the following motion and obtained from the vote.*

**DUNDURN FIRE COMMISSION**

J. GOURDEAU

RESOLVED that the Town of Dundurn approve an advance payment of half of the 2021 levy for the Dundurn Fire Commission in the amount of \$xxx to be paid in March 2021

UNANIMOUSLY CARRIED

**LEGION SIGNS**

C.DERINGER

RESOLVED that the two Legion signs from the Dundurn Community Hall be donated to the Town of Dundurn and the R.M. of Dundurn.

UNANIMOUSLY CARRIED

**DUNDURN LIBRARY**

C.DERINGER

RESOLVED that the Town of Dundurn donate \$1,000 to the Dundurn Wheatland Library.

UNANIMOUSLY CARRIED

**FEBRUARY COMMITTEE REPORTS**

M. JURKIEWICZ

RESOLVED that the Committee Reports be accepted as presented.

UNANIMOUSLY CARRIED

**RESORT VILLAGE COUNCILS**

C.DERINGER

RESOLVED that an invitation for an informal meet and greet be extended to the Councils of the Resort Village of Shields and the Resort Village of Thode.

UNANIMOUSLY CARRIED

**FEBRUARY CORRESPONDENCE**

J. GOURDEAU

RESOLVED that the correspondence is acknowledged as presented and filed.

UNANIMOUSLY CARRIED

**MEDICAL CERTIFICATE**

M. JURKIEWICZ

RESOLVED that the medical certificate form be adopted into the Employee Policy and THAT it be used in accordance with the Employee Policy.

UNANIMOUSLY CARRIED

**EMPLOYEE POLICY – SICK LEAVE**

M. JURKIEWICZ

RESOLVED that the Employee Policy be updated effective immediately by striking out par of Clause 250-46 as follows:

- Employees may be required to submit to the Administrator a Doctor's Certificate for Council's review, where the sick leave extends three working days, or for a lesser number when requested by a department supervisor.

And replacing with the following:

- When the sick leave exceeds three working days, or for a lesser number when requested by the supervisor, all employees shall be required to submit a medical certificate completed by a doctor as follows:
  - For Administrator: To Mayor and Council
  - For All Other Employees: To Administrator for Council's ReviewThe medical certificate must be submitted within 48 hours of the request and shall be in the prescribed format as attached in Appendix X of the Policy. The Employer or the Doctor may claim for reimbursement as outlined in the form.

UNANIMOUSLY CARRIED

**SAMA REQUISITION**

C.DERINGER

RESOLVED that the annual SAMA requisition amount of \$8,042.00 be approved for payment.

UNANIMOUSLY CARRIED

**DUNDURN COMMUNITY HALL GRANT**

C.DERINGER

RESOLVED that the operating grant for the Dundurn Community Hall in the amount of \$7,000 be approved for payment.

UNANIMOUSLY CARRIED

**CHELSEA FALK REMUNERATION**

J. GOURDEAU

RESOLVED that Chelsea Falk be compensated \$35.00 for her time to act as recording secretary for the meeting that was nullified due to lack of notice on February 16, 2021.

UNANIMOUSLY CARRIED

**COUNCIL REMUNERATION**

J. GOURDEAU

RESOLVED that the remuneration of Mayor Boyes, Councillor Jurkiewicz, and Councillor Deringer for the Regular Meeting of Council of February 24, 2021, be applied to the March 9<sup>th</sup> Regular Meeting of Council.

UNANIMOUSLY CARRIED

**BRITTANY HADLEY REMUNERATION**

C. BOYES

RESOLVED that Brittany Hadley be paid a remuneration of \$35/hour for the work related to the recording and preparation of the Regular Meeting of Council minutes on March 9, 2021.

UNANIMOUSLY CARRIED

**IN-CAMERA SESSION**

C.DERINGER

RESOLVED that this meeting be closed to the public as per The Local Authority Freedom of Information and Protection of Privacy Act III for discussion of legal matters and human resource matters at 9:20 P.M.

UNANIMOUSLY CARRIED

**OUT OF CAMERA**

C. BOYES

RESOLVED that the meeting be called back into the regular session at 9:52 P.M.

UNANIMOUSLY CARRIED

**TEMPORARY ADMINISTRATOR HIRING**

A. SERVETNYK

RESOLVED that the HR Administrative Committee complete the interview process for a Temporary Administrator and report back to Council and that the vote to complete the hiring process be completed via electronic means.

UNANIMOUSLY CARRIED

**ADJOURNMENT**

A. SERVETNYK

RESOLVED that the meeting be adjourned at 9:53 P.M.

UNANIMOUSLY CARRIED

  
\_\_\_\_\_  
Mayor/Deputy Mayor

  
\_\_\_\_\_  
Administrator

Patified

Feb 8, 2022