

**TOWN OF DUNDURN**  
**Minutes of the Regular Meeting of Council**  
**held in Council Chambers of the Municipal Office in Dundurn, SK on**  
**February 24, 2021**

A regular meeting of the Council for the Town of Dundurn was held on Wednesday, February 24, 2021 in the Council chambers at 6:30 p.m.

**PRESENT:**

Mayor: Curtis Boyes

Councillor(s): Matt Jurkiewicz, Cody Deringer, John Gourdeau

Town Foreman: Trevor Richmond

Recording secretary: Michelle Roepe

**ABSENT:**

Andrew Servetnyk

**CALL TO ORDER**

Mayor Boyes called the meeting to order at 6:30 p.m.

RECORDING SECRETARY	2-8-2021	GOURDEAU	THAT we appoint Michelle Roepe as substitute recorder for this meeting.	UNANIMOUSLY CARRIED
AGENDA	2-9-2021	JURKIEWICZ	THAT the agenda be accepted as amended with the following additions: <ul style="list-style-type: none"> <li>• Employee Policy – Forms &amp; Directives</li> <li>• HR/Admin – Temporary Administrator Position</li> <li>• Office Policy – Business Hours and after-hours access</li> </ul>	UNANIMOUSLY CARRIED
MINUTES	2-10-2021	DERINGER	THAT the minutes of the January 12, 2021 regular meeting of Council be adopted as presented.	UNANIMOUSLY CARRIED
	2-11-2021	GOURDEAU	THAT the minutes of the February 4, 2021 special meeting of Council be adopted as amended.	UNANIMOUSLY CARRIED
ACCOUNTS PAYABLE	2-12-2021	JURKIEWICZ	THAT the accounts payable #10079-10119, online payments and payroll listing which is attached to and forms a part of	

these minutes totaling \$135,458.33 be approved as presented.

UNANIMOUSLY CARRIED

FINANCIAL STATEMENTS      2-13-2021      DERINGER      THAT the financial statements are approved as presented.  
UNANIMOUSLY CARRIED

WATER SECURITY AGENCY COMPLIANCE REPORTS      2-14-2021      JURKIEWICZ      THAT the QAQC Policy, ERP, and Annual Compliance be forwarded to the Water Security Agency and THAT they are posted to the Town website and social media account.  
UNANIMOUSLY CARRIED

SEWER LINE REPLACEMENT      2-15-2021      JURKIEWICZ      THAT the sewer line from the street to the property line of 214 Carson Street be replaced at a cost of up to \$2500.  
UNANIMOUSLY CARRIED

ROADSIDE AWARENESS PROGRAM      2-16-2021      DERINGER      THAT the Town of Dundurn Foreman and Assistant Foreman actively participate in the Roadside Awareness campaign on March 10 from 7pm to 8pm with both town trucks.  
UNANIMOUSLY CARRIED

FOREMAN'S REPORT      2-17-2021      GOURDEAU      THAT the Foreman's report be adopted as presented.  
UNANIMOUSLY CARRIED

Trevor Richmond left the meeting at 6:55 p.m.

Cody Deringer declared a pecuniary interest for the following motion and abstained from the vote.

DUNDURN FIRE COMMISSION      2-18-2021      GOURDEAU      THAT the Town of Dundurn approve an advance payment of ½ of the 2021 levy for the Dundurn Fire Commission in the amount of \$XXX to be paid in March.  
CARRIED

LEGION SIGNS      2-19-2021      DERINGER      THAT the two Legion signs from the Dundurn Community Hall be donated to the Town of Dundurn and the RM of Dundurn.  
UNANIMOUSLY CARRIED

DUNDURN LIBRARY      2-20-2021      DERINGER      THAT the Town of Dundurn donate \$1000 to the Dundurn Wheatland Library.  
UNANIMOUSLY CARRIED

COMMITTEE REPORTS	2-21-2021	DERINGER	<p>THAT the committee reports be accepted as presented.</p> <p style="text-align: right;">UNANIMOUSLY CARRIED</p>
RESORT VILLAGE COUNCILS	2-22-2021	DERINGER	<p>THAT an invitation for an informal meet and greet be sent to each council for the Resort Village of Shields and Resort Village of Thode.</p> <p style="text-align: right;">UNANIMOUSLY CARRIED</p>
CORRESPONDENCE	2-23-2021	GOURDEAU	<p>THAT the correspondence is acknowledged as presented and filed.</p> <p style="text-align: right;">UNANIMOUSLY CARRIED</p>
DAWWU	2-24-2021	JURKIEWICZ	<p>THAT an invitation be extended to Alan Thomarat, Chairperson of the DAWWU to attend the next Council meeting for an in-depth discussion of the DAWWU.</p> <p style="text-align: right;">UNANIMOUSLY CARRIED</p>
MEDICAL CERTIFICATE – EMPLOYEE POLICY	2-25-2021	JURKIEWICZ	<p>THAT the medical certificate form be adopted into the Employee policy and THAT it be used in accordance with the Employee policy.</p> <p style="text-align: right;">UNANIMOUSLY CARRIED</p>
EMPLOYEE POLICY – SICK LEAVE	2-26-2021	JURKIEWICZ	<p>THAT the Employee policy be updated effective immediately by striking out part of clause 250-46 as follows:</p> <ul style="list-style-type: none"> <li>➤ 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</li> </ul> <p>And replacing with the following:</p> <ul style="list-style-type: none"> <li>➤ 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: <ul style="list-style-type: none"> <li>○ For Administrator – to Mayor for Council’s review</li> <li>○ For all other Employees – to Administrator for Council’s review.</li> </ul> </li> </ul> <p>The Medical Certificate must be submitted within 48 hours of request and shall be in the prescribed format as attached in Appendix X. The Employer or Doctor may claim for reimbursement as outlined in the form.</p> <p style="text-align: right;">UNANIMOUSLY CARRIED</p>

SAMA REQUISITION	2-27-2021	DERINGER	THAT the annual SAMA requisition in the amount of \$8042.00 be approved for payment. UNANIMOUSLY CARRIED
DUNDURN COMMUNITY HALL	2-28-2021	DERINGER	THAT the operating grant for the Dundurn Community Hall in the amount of \$7000.00 be approved for payment. UNANIMOUSLY CARRIED
			8:43 P.M. RECESS 8:46 P.M. RECONVENE
IN CAMERA	2-29-2021	GOURDEAU	THAT this meeting be closed to the public as per The Local Authority Freedom of Information and Protection of Privacy Act Part III for discussion of Legal Matters and Human Resource matters at 9:29 p.m. UNANIMOUSLY CARRIED
OUT OF CAMERA	2-30-2021	GOURDEAU	Mayor Boyes called the meeting back into regular session at 10:22 p.m. UNANIMOUSLY CARRIED
CHELSEA FALK REMUNERATION	2-31-2021	JURKIEWICZ	THAT Chelsey Falk be compensated \$35 for her time to act as recording secretary for meeting that was nullified due to lack of notice on February 16, 2021. UNANIMOUSLY CARRIED
ADJOURNMENT	2-32-2021	DERINGER	THAT this meeting adjourn at 10:24 p.m. UNANIMOUSLY CARRIED

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CURTIS BOYES, MAYOR

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MICHELLE ROEPE, RECORDING SECRETARY