



# Regular Meeting of Council

Tuesday December 13, 2022 5:30pm

Held in Dundurn Council Chambers 300 Third Ave. Dundurn, Saskatchewan

**Present**

Deputy Mayor Matt Jurkiewicz  
 Councillor Clayton Connell  
 Councillor Cody Deringer  
 Councillor John Gourdeau  
 Mayor Curtis Boyes *joined via teleconference*  
 Chief Administrative Officer Valerie Schlosser  
 Public Works Supervisor Trevor Richmond

**Absent**

**Call to Order** Deputy Mayor Jurkiewicz presiding, called the regular meeting of Council to order at 5:32pm.

**Agenda**

2022-332 / Deringer THAT the following items be deleted from the agenda as there was no information to be discussed:  
 Delegations Notice of Proclamations Public Forum Public Hearing  
 Presentations Recognitions

AND THAT no conflict of interest be noted

AND THAT the agenda be accepted as presented acknowledging the following additions:

- 2022-12 Dundurn Asset Management Plan
- 2022-13 Asset Management Policy

Unanimously Carried

**Minutes**

2022-333 / Connell THAT minutes from the Regular meeting of Council held Nov 8, 2022 be APPROVED.

Unanimously Carried

**Foreman Report**

2022-334 / Gourdeau THAT the Foreman’s report be accepted as presented.

Unanimously Carried

Trevor Richmond left the meeting at 5:43pm

**Correspondence**

2022-335 / Deringer THAT the correspondence having been reviewed be filed.

Unanimously Carried

**Accounts for Approval**

2022-336 / Gourdeau THAT the following List of Accounts for Approval be approved as presented:

Town Batch 2022-00096-102	\$107,124.64
Rink Batch 2022-00038-39	\$ 23,501.06
Hall Batch 2022-00042-43	\$ 1,214.44

Unanimously Carried

**Financial Reports**

2022-337 / Connell THAT the financial reports for November be accepted as presented.

Unanimously Carried



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- |   |   |                     |
|---|---|---------------------|
| <b>Policy 2022-012</b><br>2022-338 / Gourdeau               | <b>DUNDURN ASSET MANAGEMENT PLAN</b><br>THAT Policy 2022-012, Dundurn Asset Management Policy be adopted as presented.  | Unanimously Carried |
| <b>Policy 2022-013</b><br>2022-339 / Deringer               | <b>ASSET MANAGEMENT POLICY</b><br>THAT Policy 2022-013, Asset Management Policy be adopted as presented.  | Unanimously Carried |
| <b>Policy 2022-014</b><br>HR-251-2<br>2022-340 / Deringer   | <b>EMPLOYEE CODE OF CONDUCT POLICY</b><br>THAT Policy 2022-014 HR-251-2, Employee Code of Conduct Policy be adopted as presented, amending Policy HR 251-1  | Unanimously Carried |
| <b>Policy 2022-015</b><br>HR-250-1<br>2022-341 / Jurkiewicz | <b>HARASSMENT PREVENTION AND RESPECTFUL WORKPLACE POLICY</b><br>THAT Policy 2022-015 HR-250-1, Harassment Prevention and Respectful Workplace Policy be adopted as presented, amending Policy HR 250-99 Harassment Policy and Procedures. | Unanimously Carried |
| <b>Reports</b><br>2022-342 / Jurkiewicz                     | THAT the reports from Council be accepted as presented.   | Unanimously Carried |
| 2022-343 / Gourdeau   | THAT the Ice Scheduler report be accepted as presented.   | Unanimously Carried |
| 2022-344 / Gourdeau   | THAT the Admin report be accepted as presented.   | Unanimously Carried |
| 2022-345 / Jurkiewicz                                       | THAT the Town of Dundurn donate 4 unused Samsung Galaxy tablets to local groups.  | Unanimously Carried |
| 2022-346 / Deringer   | THAT the SAMA agreement to adjust be accepted as presented for the 2022 appeal of Lot 2 Block 23 Plan 102295919.  | Unanimously Carried |
| 2022-347 / Gourdeau   | THAT the Town of Dundurn engage the Bylaw enforcement services of the Commissionaires for 2023.   | Unanimously Carried |
| 2022-348 / Deringer   | That the Town of Dundurn apply for 2 students through the Canada Summer Jobs Program.   | Unanimously Carried |



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2022-349 / Jurkiewicz THAT Council for the Town of Dundurn confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedure Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required;

AND THAT Council authorizes the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations

Unanimously Carried

2022-348 / Connell THAT the Town of Dundurn acknowledge the EI reduction program.

Unanimously Carried

2022-350 / Jurkiewicz THAT the Town of Dundurn concurs that SaskTel has concluded their public consultation on November 25, 2022 and no comments or concerns were received.

AND THAT the Town of Dundurn gives approval for SaskTel to proceed with the next steps in their proposed development.

Unanimously Carried

2022-351 / Deringer THAT the Town of Dundurn accept the 2023 Loraas contract as presented.

Unanimously Carried

Deputy Mayor Jurkiewicz called for a break 7:30-7:40pm

**Closed Session**



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7:40pm-9:10pm Deputy Mayor Jurkiewicz called to move into closed session at 7:40pm as per the *Local Authority Freedom of Information and Protection of Privacy Act III*, for discussion of legal, human resource matters and long-term strategic planning.

Deputy Mayor Jurkiewicz returned the meeting to OPEN SESSION at 9:10pm.

2022-352 / Jurkiewicz That the Town of Dundurn instruct McDougall Gauley to present to Sunshine Meadows the proposed Fourth Amendment to the Development Agreement and the Economic Development Tax Exemption Bylaw.

Unanimously Carried

2022-353 / Jurkiewicz That the Town of Dundurn add to the SUMA benefit package AD&D coverage and the Employee Family Assistance Program to be paid by the municipality at 100%.

Unanimously Carried

2022-354/ Deringer THAT the Public Works Supervisor be realigned from an hourly to a salary position.  
AND THAT the Public Works Manager receive an annual salary of \$70,000.00 effective January 1, 2023.

Unanimously Carried

2022-355/ Connell THAT upon review in closed session without the Chief Administrative Officer present, the contract for the Chief Administrative Officer be renewed for one year with an annual salary of \$91,000 effective January 1, 2023.  
AND THAT all benefits be paid by the municipality 100%.

Unanimously Carried


2022-356/ Boyes THAT the Public Works Operator and the Administrative Assistant receive a 4% cost of living increase to their hourly wage:  
Public Works Operator \$27.04/hour  
Administrative Assistant \$26.00/hour

Unanimously Carried

### Adjourn

2022-357 / Gourdeau THAT this meeting be adjourned at 9:14pm

Unanimously Carried

  
\_\_\_\_\_  
~~Mayor Curtis Boyes or/~~  
Deputy Mayor Matt Jurkiewicz

  
\_\_\_\_\_  
Chief Administrative Officer  
Valerie Schlosser