



# Regular Meeting of Council

Tuesday January 10, 2023 5:30pm

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

**Present** Deputy Mayor Matt Jurkiewicz  
Councillor Cody Deringer  
Councillor John Gourdeau  
Chief Administrative Officer Valerie Schlosser  
Public Works Supervisor Trevor Richmond

**Absent** Mayor Curtis Boyes  
Councillor Clayton Connell

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

**Agenda**

2023-001 / Gourdeau 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.

Unanimously Carried

**Minutes**

2023-002 / Deringer THAT minutes from the Regular meeting of Council held Dec 13, 2022 be APPROVED.

Unanimously Carried

**Public Works Supervisor Report**

2023-003 / Gourdeau THAT the Public Works Supervisor report be accepted as presented.

Unanimously Carried

Trevor Richmond left the meeting at 5:50pm

**Correspondence**

2023-004 / Deringer THAT the correspondence having been reviewed be filed.

Unanimously Carried

**Accounts for Approval**

2023-005 / Gourdeau THAT the following List of Accounts for Approval be approved as presented:  
Town Batch 2022-00103-00111 \$214,722.52  
Town Batch 2023-00001 \$ 83,670.13  
Rink Batch 2022-00041 \$ 8,276.95  
Hall Batch 2022-00045 \$ 1,909.65

Unanimously Carried

**Financial Reports**

2023-006 / Deringer THAT the financial reports for December be accepted as presented.

Unanimously Carried



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### Council Reports

2023-007 / Jurkiewicz THAT the reports from Council be accepted as presented. Unanimously Carried

2023-008 / Gourdeau THAT Council amends the Special Event Permit to remove fees payable to the Town for obtaining Liquor Permits. Unanimously Carried

2023-009 / Gourdeau THAT the Town of Dundurn approve the installation of stream live Barn at the Dundurn Sports Centre. Unanimously Carried

2023-010 / Gourdeau THAT the Ice Scheduler report be accepted as presented. Unanimously Carried

2023-011 / Deringer THAT the Admin report be accepted as presented. Unanimously Carried

### Municipal Board of Appeal

2023-012 / Jurkiewicz THAT the Town of Dundurn appoint Western Municipal Consulting Ltd. To manage the **Municipal Board of Appeal** process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. Fee schedule, with the following to serve as Members of the **Municipal Board of Appeal**: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Pam Malach, Stew Demmans, and Stu Hayward. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers. AND THAT the Town of Dundurn appoint Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the **Municipal Board of Appeal** for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. Unanimously Carried

### Development Appeals Board



## Regular Meeting of Council

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2023-013 / Gourdeau THAT the Town of Dundurn appoint Western Municipal Consulting Ltd. To manage the **Development Appeals Board** process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. Fee schedule, with the following to serve as Members of the **Development Appeals Board**: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Pam Malach, Stew Demmans, and Stu Hayward. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

AND THAT the Town of Dundurn appoint Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the **Development Appeals Board** for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Unanimously Carried

### **Municipal Enforcement Appeal Board**

2023-014 / Deringer THAT the Town of Dundurn appoint Western Municipal Consulting Ltd. To manage the **Municipal Enforcement Appeal Board** process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. Fee schedule, with the following to serve as Members of the **Municipal Enforcement Appeal Board**: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Pam Malach, Stew Demmans, and Stu Hayward. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

AND THAT the Town of Dundurn appoint Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the **Municipal Enforcement Appeal Board** for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Unanimously Carried



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2023-015 / Jurkiewicz That in compliance with the *Municipalities Act s 113(2)*, the Employee Fidelity Bond in the amount of \$500,000 through SUMAssure Policy 2022-180 for all employees of the Town of Dundurn be ACCEPTED as being current and in order.  
Unanimously Carried

2023-016 / Deringer THAT Council approves the office space located at 300 Third Ave continue to be leased to 102058115 Saskatchewan Corp in the amount of \$10,200 from January 1 – December 31, 2023.  
Unanimously Carried

2023-017 / Jurkiewicz THAT the Town of Dundurn approve the business license application for Remshi Lashes at 400 Prairie View Dr.  
Unanimously Carried

Deputy Mayor Jurkiewicz called for a break 7:32-7:42pm

### Closed Session

7:42pm-8:51pm

Deputy Mayor Jurkiewicz called to move into closed session at 7:42pm 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 8:51pm.

2023-018 / Deringer That the Town of Dundurn accept the resignation of Sara Ormerod effective January 9, 2023.  
Unanimously Carried

2023-019 / Jurkiewicz That the Town of Dundurn advertise for a Town Clerk / Administrative Assistant Position.  
Unanimously Carried

### Adjourn

2023-020 / Gourdeau THAT this meeting be adjourned at 8:54pm  
Unanimously Carried

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Mayor Curtis Boyes or/  
Deputy Mayor Matt Jurkiewicz

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Chief Administrative Officer  
Valerie Schlosser