

**TOWN OF DUNDURN
Council Meeting Minutes
September 8, 2009**

A Regular meeting of council for the Town of Dundurn was held on Tuesday, September 8, 2009 in the Dundurn Town Council Chambers, Dundurn, Saskatchewan commencing at 7:05 p.m. In attendance were Mayor Doug Narraway, Councillors Per Vinding, Karen Bathgate, George Richmond, Annette Hamilton, Administrator Michelle Roepe, Town Foreman Trevor Richmond.

ABSENT: Councillor Sharon Miskolczi

CALL TO ORDER

Mayor Doug Narraway called the meeting to order at 7:05 p.m.

AGENDA

328/2009 Vinding/Bathgate: THAT the agenda for the September 8, 2009 Regular meeting of Council for the Town of Dundurn be adopted as changed.

CARRIED

MINUTES

329/2009 Vinding/Bathgate: THAT the minutes of the Regular Meeting of Council on August 17, 2009 be adopted as presented.

CARRIED

COMMITTEE OF THE WHOLE

330/2009 Bathgate/Hamilton: THAT this meeting resolve itself into committee of the Whole to discuss Janet Patry's wage and that it be considered in private session. (7:12 pm)

CARRIED

331/2009 Hamilton/Vinding: THAT the committee to rise from private session and report. (7:26 pm)

CARRIED

JANET PATRY'S WAGE & TITLE

332/2009 Richmond/Hamilton: THAT Janet Patry's new title is Assistant Administrator and THAT she be paid \$33997.60/year (\$23.35/hour based on 28 hours per week) effective October 9, 2009.

CARRIED

DELEGATIONS

7:20 – Karen Thogerson – Economic Development

Karen Thogerson spoke to council in regards to our Official Community Plan and Zoning Bylaws. We were provided with an exercise and a timeline in which we should expect to have plans and bylaws in place. The Official Community Plan in which Waterwolf is developing should be ready in November and can be adopted as our own should we wish to go that route. She suggests we start with a focus group and develop a concept plan. She can help us on making a new zoning bylaw.

8:05 – Laura Friesen – Fire Department

Laura Friesen met up with Mr. Dalas King, our pyrotechnic for Dundurn Fun Day, and they have decided to change the location of the fireworks show due to accessibility issues and fire hazards. The new location will be on the School Grounds between the ball diamonds and they will be using a low profile type of fireworks.

Laura also said that she picked up the new AED today and it should cost us less in the long run.

8:15 – Herman Tse, Rick King, Neil Ketilson – Economic Development

They provided council with a letter with some suggestions and requests in regards to their new development and would like some feedback and council's support in the project.

8:45 – Ward Affleck, Tammy Thorson-Manchur – Dundurn & Area Magazine

Council was provided with a magazine proposal that would encompass the RM of Dundurn and all municipalities within their borders. It would be a full colour, 8 page, quarterly publication that would act as a promotional tool for the businesses, organizations and development.

PAYMENT OF ACCOUNTS & FINANCIAL STATEMENTS

333/2009 Vinding/Bathgate: THAT the list of accounts for approval, CH #4060-4101 totaling \$161,246.58 be approved for payment be approved, attached hereto and forming part of these minutes.

CARRIED

TOWN FOREMAN'S WAGE

334/2009 Vinding/Bathgate: THAT the Town Foreman be reimbursed for overtime wage discrepancy from January 1st, 2009 to August 30th, 2009.

CARRIED

FOREMAN'S REPORT

335/2009 Vinding/Bathgate: THAT the Foreman's written report be accepted as presented.

CARRIED

2009 ELECTION OFFICIALS FOR GENERAL ELECTION

336/2009 Hamilton/Richmond: THAT the Council of the Town of Dundurn appoints the following as election officials for the Town of Dundurn by-election, to be held October 28, 2009:

| | |
|--------------------------|----------------|
| Returning Officer | Michelle Roepe |
| Deputy Returning Officer | Janet Patry |
| Poll Clerk | Char Seymour |

CARRIED

337/2009 Richmond/Bathgate: THAT the election officials be paid the following remuneration for their services:

| | |
|--------------------------|----------|
| Returning Officer | \$350.00 |
| Deputy Returning Officer | \$300.00 |
| Poll Clerk | \$250.00 |

CARRIED

STREET CLOSURES FOR DUNDURN FUN DAY

338/2009 Hamilton/Richmond: THAT the Town of Dundurn authorize a street closure for the Car Show and Shine to occur in conjunction with Dundurn Fun Day on September 12, 2009 and THAT the street to be closed is Second Street from First Avenue to Dundurn Avenue and THAT the street closure occur between the hours of 12pm to 4pm.

CARRIED

339/2009 Bathgate/Hamilton: THAT the Town of Dundurn authorize a street closure for the Bunnock Demonstration & Games to occur in conjunction with Dundurn Fun Day on September 12, 2009 and THAT the street to be closed is First Street from Second Avenue to Third Avenue and THAT the street closure occur between the hours of 1:30pm to 4:30pm.

CARRIED

SUMASSURE INSURANCE RECIPROCAL AGREEMENT

340/2009 Hamilton/Vinding:
WHEREAS:

- a) The Saskatchewan Urban Municipalities Association has facilitated the establishment of a reciprocal insurance exchange (the "SUMAssure Insurance Reciprocal") under the provisions of *The Saskatchewan Insurance Act* to enable Saskatchewan municipalities to obtain certain insurance coverages through SUMAssure Insurance Reciprocal;
- b) The Town of Dundurn (the "Municipality") is desirous of participating in SUMAssure Insurance Reciprocal by becoming a subscriber to the SUMAssure Insurance Reciprocal Exchange Agreement to be dated as of August 18, 2009 (the "Reciprocal Agreement") through the execution and delivery of the subscription form appended as Schedule "A" to the Reciprocal Agreement;

NOW THEREFORE BE IT RESOLVED that:

1. The participation by the Municipality in SUMAssure Insurance Reciprocal, and the subscription by the Municipality in and to the Reciprocal Agreement, be and the same is hereby authorized and approved.
2. The Mayor, Doug Narraway and Administrator, Michelle Roepe be and they are hereby authorized for and on behalf of the Municipality to execute, under the seal of the Municipality, and to deliver to SUMAssure Insurance Reciprocal the subscription form appended as Schedule "A" to the Reciprocal Agreement, and to do all such other things as may be necessary or required to complete such subscription.
3. The Administrator, Michelle Roepe be and is hereby authorized to determine and obtain coverage for such of the classes of insurance as are offered by SUMAssure Insurance Reciprocal under and pursuant to the Reciprocal Agreement.
4. The payment of the Annual Subscription Charge for the first year of participation in SUMAssure Insurance Reciprocal and the premiums for coverage under the classes of insurance to be obtained from and through SUMAssure Insurance Reciprocal be and the same are hereby approved.

CARRIED

ADMINISTRATOR'S REPORT

- 341/2009 Bathgate/Hamilton:** THAT the Administrator's written report be accepted as presented.

CARRIED

BUILDING STANDARDS WORKSHOP

- 342/2009 Hamilton/Bathgate:** THAT the Town of Dundurn authorize Administrator Michelle Roepe to attend the Building Standards Workshop in North Battleford on October 21, 2009 and that she be reimbursed for mileage and meals.

CARRIED

CORRESPONDENCE

- 343/2009 Bathgate/Hamilton:** THAT the correspondence be accepted as listed and presented and THAT it be filed accordingly.

CARRIED

BYLAW 12-2009 PAYMENT OF ACCOUNTS

- 344/2009 Hamilton/Bathgate:** THAT Bylaw #12-2009, being a bylaw of the Town of Dundurn to Establish the Payment of Certain Accounts, be read a first time.

CARRIED

- 345/2009 Vinding/Richmond:** THAT Bylaw #12-2009, being a bylaw of the Town of Dundurn to Establish the Payment of Certain Accounts, be read a second time.

CARRIED

346/2009 Bathgate/Hamilton: THAT Bylaw #12-2009, be given three readings at this meeting.

CARRIED UNANIMOUSLY

347/2009 Hamilton/Vinding: THAT Bylaw #12-2009, being a bylaw of the Town of Dundurn to Establish the Payment of Certain Accounts, be read a third time and adopted.

CARRIED

BYLAW 13-2009 AMENDMENT TO ZONING BYLAW

348/2009 Hamilton/Bathgate: THAT Bylaw #13-2009, being a bylaw of the Town of Dundurn to Amend Bylaw 11-87 the Zoning Bylaw, be read a first time.

CARRIED

WR3 HOLDINGS LTD. – LOT X, PLAN G916

349/2009 Vinding/Richmond: THAT the Town of Dundurn authorizes the Administrator to adjust the tax bill on Lot X, Plan G916 as follows;

- reduce the assessment by 58%, down to \$11928
- abate the base tax of \$500.00
- total amount would be \$283.29 for 2009 only
- request SAMA to adjust the assessment for the 2010 tax year.

CARRIED

DEB NEWNHAM PROPERTY – LOTS 10-13, BLOCK 10, PLAN 101951401

350/2009 Richmond/Bathgate: THAT the Town of Dundurn authorizes the Administrator to adjust the tax bill for 2008 on Lots 10-13, Block 10, Plan 101951401 as follows;

- use the 2007 assessment figure for the property prior to the subdivision and use the 2008 mill rates as set.
- remove all penalties & tax enforcement costs for 2008 tax year.

CARRIED

ADJOURNMENT

351/2009 Bathgate: That this meeting be adjourned at 11:15 p.m.

CARRIED

**DOUG NARRAWAY,
MAYOR**

**MICHELLE ROEPE,
ADMINISTRATOR**