

**TOWN OF DUNDURN
Council Meeting Minutes
January 3, 2012**

A regular meeting of Council for the Town of Dundurn was held on Tuesday, January 3, 2012 in the Dundurn Town Council Chambers, Dundurn, Saskatchewan commencing at 7:00 p.m.

PRESENT

Mayor Per Vinding
Councillor Annette Hamilton
Councillor Darren Hamilton

Councillor Melva Richmond
Councillor Amber Rees
Administrator Michelle Roepe

ABSENT

Councillor Tony Kuchapski

Councillor Richard MacInnis

CALL TO ORDER

Mayor Per Vinding called the meeting to order at 7:00 p.m.

AGENDA

1/2012 REES/HAMILTON A.: THAT the agenda for the January 3, 2012 regular meeting of Council for the Town of Dundurn be adopted as amended.

CARRIED

Councillor D. Hamilton arrived at 7:01 pm

MINUTES

2/2012 HAMILTON D/REES: THAT the minutes for the regular meeting of Council held on December 5, 2011 be accepted as presented.

CARRIED

3/2012 REES/RICHMOND: THAT the minutes for the special meeting of Council held on December 12, 2011 be accepted as presented.

CARRIED

ACCOUNTS PAYABLE

4/2012 HAMILTON A/REES: THAT the Town of Dundurn approve accounts for payment Ch#5540-5582 and online payments totaling \$71,933.20 as presented.

CARRIED

FINANCIAL STATEMENT

5/2012 HAMILTON A/REES: THAT the Town of Dundurn postpone the financial statement until the January 16, 2012 meeting.

CARRIED

COMPRESSOR

6/2012 HAMILTON A/REES: THAT the Town of Dundurn purchase a new compressor for the maintenance department at a maximum cost of \$3000.

CARRIED

FOREMAN'S REPORT

7/2012 REES/RICHMOND: THAT the Foreman's written report be accepted as presented and form a part of these minutes.

CARRIED

HIGHWAYS DONATION

8/2012 HAMILTON D/RICHMOND: THAT the Town of Dundurn donate \$400 to the Kenaston Department of Highways.

CARRIED

ADMINISTRATOR'S REPORT

9/2012 REES/HAMILTON A: THAT the Administrator's written report be accepted as presented and form a part of these minutes.

CARRIED

BLACKSTRAP PARK

10/2012 HAMILTON A/HAMILTON D: THAT the Town of Dundurn send a letter to the Regional Park Committee via the RM of Dundurn THAT the Town of Dundurn is interested in pursuing the possibility of turning Blackstrap Provincial Park into a Regional Park along with the neighbouring municipalities.

CARRIED

ALL-IN-ONE HOME INSPECTION INVOICE

11/2012 REES/HAMILTON D: THAT the Town of Dundurn pay the invoice from All-In-One Home Inspections in the amount of \$8078.75 for mould remediation services.

CARRIED

DUNDURN & AREA WASTEWATER UTILITY INVOICES

12/2012 HAMILTON A/REES: THAT the Town of Dundurn pay the invoices from Dundurn & Area Wastewater Utility in the amount of \$6825.28 for power from May to December 2011 and the remainder of the capital cost agreement.

CARRIED

CORRESPONDENCE

13/2012 HAMILTON A/RICHMOND.: THAT the correspondence having been reviewed be approved and filed accordingly.

CARRIED

RECESS

14/2012 HAMILTON A/REES: THAT this meeting resolve itself into recess at 8:35 pm

CARRIED

15/2012 HAMILTON D/REES: THAT this meeting resume regular proceedings at 8:40 pm.

CARRIED

BUSINESS LICENSING BYLAW

16/2012 HAMILTON A/REES: THAT the Administrator Michelle Roepe and Councillor Melva Richmond form a committee to revise the business licensing bylaw.

CARRIED

COMMITTEE OF THE WHOLE

17/2012 HAMILTON A/REES: THAT this meeting resolve itself into Committee of the Whole to discuss matters in relation to Section III of the Local Authority Freedom of Information and Protection of Privacy Act and THAT this meeting be held in private session. (9:15pm)
CARRIED

18/2012 HAMILTON A/REES: THAT this meeting resume regular proceedings, rise and report. (9:42 pm)
CARRIED

EMPLOYEES

19/2012 REES/RICHMOND: THAT the wage set for Gary Grady in resolution #441/2011 be set retroactive to when he received his Water and Wastewater Level 1 certification on September 16, 2011.
CARRIED

20/2012 RICHMOND/REES: THAT the Town of Dundurn increase Eileen Prosser's wage to \$21.50 effective January 1, 2012.
CARRIED

21/2012 REES/RICHMOND: THAT the Town of Dundurn offer Eileen Prosser to take the Local Government Administration courses and THAT the Town of Dundurn pay for them provided she makes a passing grade.
CARRIED

22/2012 REES/HAMILTON A.: THAT the Town of Dundurn increase Trevor Richmond's annual salary by 2.5%.
CARRIED

23/2012 RICHMOND/REES: THAT the Town of Dundurn increase Michelle Roepe's annual salary by 2.5%.
CARRIED

EMPLOYEE TRAINING

24/2012 REES/HAMILTON A: THAT the Town of Dundurn pay to have all employees trained in First Aid CPR and A/R by June 30, 2012.
CARRIED

25/2012 HAMILTON A/HAMILTON D: THAT the Town of Dundurn pay to have Trevor Richmond and Gary Grady trained in WHMIS by June 30, 2012.
CARRIED

26/2012 HAMILTON D/HAMILTON A: THAT the Town of Dundurn pay to have Michelle Roepe and Eileen Prosser trained in an advanced excel course by June 30, 2012.
CARRIED

ATTENDANCE REPORTING

27/2012 HAMILTON A/REES: THAT the Town Administrator set up a new attendance reporting system for all employees which includes holidays, sick days and training days.
CARRIED

REPORT ON KARMA FILM

Mayor Per Vinding has met with some of the production staff of the new movie Rufus by Karma Film. They are planning to shoot the movie in various locations within the Town of Dundurn. The Hall Committee is working on a contract with the group regarding the rental rates, deposit and time frame. The production manager is meeting with Mayor Vinding on January 9th to go over more details.

COMMUNITY HALL GRANT

28/2012 HAMILTON D/RICHMOND: THAT the Town of Dundurn grant the Community Hall \$5500 for the 2012 fiscal year and THAT the Town reduce the amount owed by the Community Hall for Administrative support to \$1500 after reviewing the amount of hours used in 2011 and THAT they suggest to the Community Hall they budget this adjusted amount for Administrative support for 2012.

CARRIED

DUNDURN HOUSING UNITS – SENIOR’S DUPLEXES

29/2012 HAMILTON D/RICHMOND: WHEREAS because of the unique situation at the Dundurn Housing Units – Senior’s Duplexes being they share one water softener and water heater per 2 units which skews the water consumption values THAT the Town of Dundurn combine the readings and divide the consumption equally between the shared units when doing water bills.

CARRIED

SGI CONTRACT

30/2012 HAMILTON A/HAMILTON D: THAT the Town of Dundurn look into setting up a contract with SGI to be able to access owner information from abandoned vehicles via their plate number or vehicle identification number to be able to enforce traffic bylaws more efficiently.

CARRIED

ADJOURNMENT

31/2011 HAMILTON A: THAT this meeting adjourn at 10:21 pm.

CARRIED

MAYOR PER VINDING

ADMINISTRATOR, MICHELLE ROEPE