

TOWN OF DUNDURN
Minutes of the Special Meeting of Council
held in Council Chambers of the Municipal Office in Dundurn, SK. on
November 18, 2019

PRESENT

Councillor(s): Melva Richmond, Fred Wilson, Walter Litke, Annette Hamilton.

Staff: Eileen Prosser, (Administrator).

ABSENT

Mayor Per Vinding

CALL TO ORDER

Deputy Mayor Annette Hamilton called the meeting to order at 6:14 p.m.

ANNUAL PUBLIC DISCLOSURE DECLARATION

Received Annual Public Disclosure Declarations from Councillor's Melva Richmond, Fred Wilson, Walter Litke, Annette Hamilton.

ADDITION(S) TO THE AGENDA

- a) DRWU Corporate Agreement

MINUTES

1. LITKE

RESOLVED that the following meeting minutes be adopted:

- a) October 15, 2019 Regular Meeting Minutes.
- b) November 8, 2019 Special Meeting Minutes with amendments.

CARRIED

2. BUSINESS ARISING FROM THE MINUTES

None

3. DELEGATION(S)

None

ACCOUNTS PAYABLE

4. RICHMOND

RESOLVED that Accounts Payable cheque numbers 9580 to 9598, online payments, council remuneration and payroll totaling \$43,778.33 is approved for payment.

CARRIED

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FINANCIAL REPORTS

5. HAMILTON

RESOLVED that the financial reports are acknowledged as presented.

CARRIED

STAFF REPORT(S)

6. LITKE

RESOLVED that the staff reports be acknowledged as presented.

CARRIED

COMMITTEE REPORTS

7. WILSON

RESOLVED that the committee reports are acknowledged as presented.

CARRIED

CORRESPONDENCE

8. LITKE

RESOLVED that the following correspondence is acknowledged as presented and filed accordingly:

- a) October Water loss report (865)
- b) SAMAVIEW online viewing is getting upgraded. Public will be given a limited number of views.
- c) Star Phoenix request for information – all Sask Municipalities received this request
- d) New regulations to receive Municipal Revenue Sharing Grants beginning Nov 2020
- e) RCMP occurrence Stat Jan to Sept 2019 and 2018 for comparison.
- f) Elected Officials Meeting – (LAFOIP for council only)
- g) Dundurn Housing 2018 municipal share \$3,304.97- lodge (1943) had a \$60,498.52 loss
- h) SGI access to non-electronic access terminated.
- i) Notice from K. Pruden to suspend rezoning application.

CARRIED

COUNCIL APPOINTMENTS

9. RICHMOND

RESOLVED that the Council Appointments as shown on Schedule 'A' attached to these minutes are approved.

CARRIED

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2020 SUMA CONVENTION

10. RICHMOND

RESOLVED that the Administrator and Councillor's that want to attend the 2020 SUMA Convention are approved with expenses paid according to municipal policy.

CARRIED

CHRISTMAS AND NEW YEAR'S HOURS

11. WILSON

RESOLVED that the office and public works services is closed December 24 at noon and on December 27 and that public works services is on call from December 24 to the 27 for essential services only.

CARRIED

COUNCIL AND STAFF CHRISTMAS DINNER

12. LITKE

RESOLVED that administration reserve a restaurant for a Council and Staff Christmas dinner.

CARRIED

STAFF BONUS

13. HAMILTON

RESOLVED that each full-time employee received a \$200.00 Gift Card and that town janitorial, newsletter and bylaw officer each receive a \$50 Gift Card as a Christmas bonus.

CARRIED

OCP BYLAW 2018-03

14. HAMILTON

RESOLVED that March 5, 2019 resolutions #6 and #7 regarding the second and third reading on OCP Bylaw 2018-03 are rescinded in order to revise the Official Community Plan as recommended by Community Planning.

CARRIED

ZONING BYLAW 2018-01

15. RICHMOND

RESOLVED that March 5, 2019 resolutions #4 and #5 regarding the second and third reading on Zoning Bylaw 2018-01 are rescinded in order to revise as recommended by Community Planning and Crosby Hanna.

CARRIED

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MAIL IN BALLOTS

16. WILSON

RESOLVED that mail in ballots for municipal elections be made available by the town and that Administration set up the process.

CARRIED

WATERWOLF ASSET MANAGEMENT WORKSHOP

17. LITKE

RESOLVED that those Council members who wish to attend the Waterwolf Asset Management Workshop on November 28, 2019 are approved with expenses paid according to municipal policy.

CARRIED

EMPLOYEE CODE OF CONDUCT POLICY 251-00 AND HARASSMENT POLICY 250-99

18. RICHMOND

RESOLVED that the Employee Code of Conduct Policy 251-00 and the Harassment Policy 250-99 is adopted.

CARRIED

OUTDOOR RINK AND KIDS PLAYGROUND MAINTENANCE

19. WILSON

RESOLVED that there is an addendum to the current land lease agreement that the town take over the operations and maintenance of the outdoor rink with the school taking over the operations and maintenance of the kid's playground located at the front of the town office building on the north side. The town's scope of operating the outdoor rink, (flooding, prepping for ice), would be at town's ability to provide staffing and/or volunteers for the operations and that the school agrees to allow access to the schools utility area to use the equipment and water to flood by town staff or it's agent.

CARRIED

KID'S PLAYGROUND BY TOWN OFFICE

20. LITKE

RESOLVED that resolution 46/2008 is amended to strike *"THAT the Town of Dundurn provide light maintenance duties for the park."*

CARRIED

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MUNICIPAL REVENUE SHARING GRANT - DECLARATION

21. WILSON

RESOLVED that the Council of the Town of Dundurn confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2018_Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2018_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 Procedures 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 we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

DUNDURN RURAL WATER UTILITY

22. HAMILTON

RESOLVED that the town sign the new Dundurn Rural Water Utility corporate agreement with agreed upon amendments.

CARRIED

BYLAW 2019-09 WATER RATE

23. WILSON

WHEREAS Bylaw 2019-09 is a bylaw to establish a water service rate;
THEREFORE, BE IT RESOLVED that Bylaw 2019-09 be introduced and read the first time.

CARRIED

BYLAW 2019-09 WATER RATE

24. LITKE

RESOLVED that Bylaw 2019-09 is read the second time.

CARRIED

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BYLAW 2019-09 WATER RATE

25. RICHMOND

RESOLVED that Bylaw 2019-09 is given three readings at this meeting.

CARRIED

BYLAW 2019-09 WATER RATE

26. HAMILTON

RESOLVED that Bylaw 2019-09 is read the third time and adopted.

CARRIED

BYLAW 2019-10 SEWER RATE

27. LITKE

WHEREAS Bylaw 2019-10 is a bylaw to establish a sewer service rate;
THEREFORE, BE IT RESOLVED that Bylaw 2019-10 be introduced and read the first time.

CARRIED

BYLAW 2019-10 SEWER RATE

28. RICHMOND

RESOLVED that Bylaw 2019-10 is read the second time.

CARRIED

BYLAW 2019-10 SEWER RATE

29. WILSON

RESOLVED that Bylaw 2019-10 is given three readings at this meeting.

CARRIED

BYLAW 2019-10 SEWER RATE

30. LITKE

RESOLVED that Bylaw 2019-10 is read the third time and adopted.

CARRIED

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ADJOURNMENT

31. WILSON

RESOLVED that this meeting adjourns at 9:00 p.m.

CARRIED

Annette Hamilton, Deputy Mayor

Eileen Prosser, Administrator

DRAFT