



## Regular Meeting of Council

Wednesday February 15, 2023 5:30pm

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

### Present

Mayor Curtis Boyes  
Deputy Mayor Matt Jurkiewicz  
Councillor Cody Deringer  
Councillor John Gourdeau  
Councillor Clayton Connell  
Chief Administrative Officer Valerie Schlosser  
Administrative Assistant Victoria Olynik

### Absent

### Call to Order

Mayor Boyes presiding, called the regular meeting of Council to order at 5:30pm.

### Agenda

2023-021 / Deringer

THAT the following items be deleted from the agenda as there was no information to be discussed:

Notice of Proclamations Public Forum Public Hearing  
Presentations Recognitions

AND THAT no conflict of interest be noted

AND THAT the agenda be accepted with the following additions:

Change of Meeting Date to Feb 15, 2023

13.9 Fire Underwriters Survey

13.10 Flex Networks – Construction Approval

13.11 Virtue – Street Sweeping quote.

Unanimously Carried

### Minutes

2023-022 / Jurkiewicz

THAT minutes from the Regular meeting of Council held January 19, 2023 be APPROVED.

Unanimously Carried

### Public Works Supervisor Report

2023-023 / Gourdeau

THAT the Public Works Operator written report be accepted as presented.

Unanimously Carried

### Correspondence

2023-024 / Connell

THAT the correspondence having been reviewed be filed.

Unanimously Carried

### Accounts for Approval

2023-025 / Jurkiewicz

THAT the following List of Accounts for Approval be approved as presented:

Town Batch 2023-00002-00012 \$199,864.31

Rink Batch 2023-00003-00004 \$ 7,756.94

Hall Batch 2023-00001 \$ 1,228.61

Unanimously Carried

**Financial Reports**

2023-026 / Connell THAT the financial reports for January 2023 be accepted as presented.  
Unanimously Carried

**Policy**

**Remuneration Policy**

2023-027 / Deringer THAT the 2022-001 Remuneration Policy amended Feb 15, 2023 be adopted as presented.  
Unanimously Carried

**Waterworks Emergency Plan**

2023-028 / Jurkiewicz THAT the updated 2023 Waterworks Emergency Plan be adopted as presented.  
Unanimously Carried

**QAQC Policy**

2023-029 / Deringer THAT the updated 2023 QAQC Policy be adopted as presented.  
Unanimously Carried

**Bylaw 2023-001**

**BYLAW 2023-001 ASSESSMENT APPEAL FEE**

2023-130 / Jurkiewicz THAT Bylaw 2023-001 a Bylaw to establish a fee to appeal assessments be introduced and read for the first time.  
Unanimously Carried

**Delegation**

6:34pm-6:47pm Chris Thurlow – Industrial Land

**Council Reports**

2023-031 / Gourdeau THAT the reports from Council be accepted as presented.  
Unanimously Carried

2023-032 / Gourdeau THAT the Ice Scheduler report be accepted as presented.  
Unanimously Carried

2023-033 / Jurkiewicz THAT the Admin report be accepted as presented.  
Unanimously Carried

2023-034 / Gourdeau THAT the Town of Dundurn transfer the \$50,000 security deposit held in trust from the Affinity Town Operating Account to the Affinity Capital Savings account.  
Unanimously Carried

**Reserves**

2023-035 / Gourdeau THAT the Town of Dundurn transfer \$10,200 for Future Expenditure/Capital Reserve from the Affinity Town Operating Account to the Affinity Capital Savings account.  
Unanimously Carried

2023-036 / Deringer THAT the Town of Dundurn transfer \$22,000 for Future Expenditure/Capital Reserve from the Affinity Town Operating Account to the Affinity Capital Savings account.  
Unanimously Carried

2023-037 / Deringer THAT the Town of Dundurn authorize the CAO to attend the Municipal Leadership Workshop on April 17 and 18, 2023. The \$1,200 fee for the course will be paid by the Town, all travel and meals will be the responsibility the CAO.  
Unanimously Carried

**Dundurn Library**

2023-038 / Jurkiewicz THAT the rental agreement for Gale Hagblom be extended to June 30, 2023. All costs and conditions of the rental agreement remain the same.  
Unanimously Carried

2023-039 / Deringer THAT Council approve the updated GG-200-10.99 Council Appointments.  
Unanimously Carried

2023-040 / Deringer THAT the Town of Dundurn approve the donation of \$2,500 to the Dundurn Library from the Sask Lotteries Grant.  
Unanimously Carried

**Office Hours**

2023-041 / Connell THAT the Administration Office Hours for the public be changed as follows:  
9:00am – 4:00pm Monday to Thursday  
Closed 12pm and 1pm for lunch.  
Closed Fridays  
Unanimously Carried

2023-042 / Connell THAT the Town of Dundurn approve the Flex Networks Project 2908-01, subject to the Public Works Manager approval.  
Unanimously Carried

Mayor Boyes called for a break 8:50pm – 9:01pm

**Closed Session**

9:01pm-10:07 Mayor Boyes called to move into closed session at 9:01pm 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.

Mayor Boyes returned the meeting to OPEN SESSION at 10:07pm.

2023-043 / Connell THAT the Town of Dundurn hire Victoria Olynik as the full time Administrative Assistant effective Feb 9, 2023. Details regarding employment are included in the Offer for Employment.  
Unanimously Carried

2023-044 / Deringer THAT Sara Ormerod be removed as signing authority on all accounts with the Affinity Credit Union.  
AND that Sara Ormerod be removed from all online banking transactions with the Affinity Credit Union.  
Unanimously Carried

2023-045 / Gourdeau THAT the Town of Dundurn authorize signing authority on all accounts with the Affinity Credit Union be set up as follows:  
One signature from Administration  
Valerie Schlosser Chief Administrative Officer  
Jamie Coulson Finance Manager  
Victoria Olynik Administrative Assistant  
Second signature from Council  
Curtis Boyes Mayor  
Matt Jurkiewicz Deputy Mayor  
Cody Deringer Councillor  
Unanimously Carried

2023-046 / Deringer THAT the Town of Dundurn authorize online banking which allows for Account Maintenance, Account Information and transaction activity, bill payments, transfers, and Direct Payroll deposit with the Affinity Credit Union.  
Authorized users of online services will be:  
Valerie Schlosser Chief Administrative Officer  
Jamie Coulson Finance Manager  
Victoria Olynik Administrative Assistant  
Unanimously Carried

2023-047 / Gourdeau THAT the Town of Dundurn extend Jamie Coulson’s Finance Manager contract six months, from February 1, 2023 to July 31, 2023.  
Unanimously Carried

**Adjourn**

2023-048 / Gourdeau THAT this meeting be adjourned at 10:29pm  
Unanimously Carried

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Mayor Curtis Boyes or/  
Deputy Mayor Matt Jurkiewicz

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Chief Administrative Officer  
Valerie Schlosser