

Minutes of a Regular meeting of the Urban Board of Examiners held by video conference this 5th day of March, 2024.

Present: Chairman Ed Sigmeth, Board Members Dawn Luhnig and Aileen Garrett & Secretary Brad Hvidston

Call to Order: Meeting was called to order at 1:01pm by Chairman Ed Sigmeth.

Agenda

Garrett That the agenda be approved for this meeting.
Carried

Minutes

Luhnig That the Minutes of the December 5, 2023 meeting be approved.
Carried

Permits

Garrett That the following Permits be approved

Name	Municipality	Expiry Date
Kristine Olson	Village of Alvena	March 31, 2024
Renee Maitland	Town of Colonsay	March 31, 2024

Carried

Conditional Extensions

Luhnig That the following Conditional Extensions be approved:

Name	Municipality	Expiry Date
Shannon Denham	Town of Sintaluta	September 30, 2024
Jennifer McMillan	Village of Kennedy	May 30, 2025
Monique Hare	Village of Leoville	March 31, 2025
Melissa Churchill	Village of Tomkins	May 30, 2024
Tracey Fey	Village of Invermay	March 31, 2025
Deborah Shaefer	Town of Cut Knife	March 31, 2025
Melody Temrick	Village of McLean	March 31, 2025
Krista James	Village of Wiseton	March 31, 2025

Carried

Conditional Applications

Garrett That Kristine Olson be issued Conditional Certificate No. C670 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Village of Alvena)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Luhning That Amber Patterson be issued Conditional Certificate No. C671 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Village of Archerwill)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Garrett That Jodie Beatty Flath be issued Conditional Certificate No. C672 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Village of Dinsmore)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Luhning That Krystal Staniowski be issued Conditional Certificate No. C673 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Resort Village of Thode)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Garrett That Brenda Hartley be issued Conditional Certificate No. C674 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Village of Stenen)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Luhning That Nicole Hanson be issued Conditional Certificate No. C675 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Village of Fillmore)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Garrett That Linda Jansen be issued Conditional Certificate No. C676 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Village of Neudorf)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Luhning That Renee Maitland be issued Conditional Certificate No. C677 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Town of Colonsay)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Garrett That Anganetha Ladner be issued Conditional Certificate No. C678 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Village of Mortlach)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Luhning That Shaelynn Bazarski be issued Conditional Certificate No. C679 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Village of Theodore)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Garrett That Sherry Tholenaer be issued Conditional Certificate No. C680 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Town of Lafleche)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Luhning That Angela Muzyka be issued Conditional Certificate No. C681 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Town of Ituna)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Garret That Christine Seguin be issued Conditional Certificate No. C682 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Town of St. Walburg)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Luhning That Natasha Hykawy be issued Conditional Certificate No. C683 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Town of Churchbridge)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Garrett That Lisa Ensor be issued Conditional Certificate No. C684 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Village of Marengo)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Luhning That Kelsey Gardiner be issued Conditional Certificate No. C685 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Northern Village of Buffalo Narrows)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Garrett That Brittany Raymond be issued Conditional Certificate No. C686 with the following conditions:

- Must be mentored for a minimum of 1800 hours.
- Must complete the LGA or equivalent education.
- Must have an office inspection prior to applying for a Standard Certificate.
- Restricted to the current employer (Village of Maryfield)
- Certificate expires March 31, 2025. If satisfactory proof of completion of some of the LGA is provided to the board by March 31, 2025 then this certificate may be extended to March 31, 2026.

Carried

Standard Applications:

Luhning That the following Standard Certificates be approved:

Raena Wilk-Morhart	No. S-820
Karen Cox	No. S-821
Melissa Badgery	No. S-822
Jayden Boyd	No. S-823
Karen Mohr	No. S-824
Leticia Bossence	No. S-825
Leslie VanDeSype	No. S-826
Kristin Cook	No. S-827
Chantelle Outhwaite	No. S-828
Sheila Noble	No. S-829

Carried

Business:

Denied or Outstanding Permits – Certificates were not approved to the following applicants as they were missing mandatory information:

Rhonda Hemm	Failed Inspection
Leane Johnston	Failed Inspection
Albert Headrick	Not Qualified under reciprocity
David Hutten	Not Qualified under reciprocity

David Hutten from the Town of Shaunavon appealed the decision of the secretary to the Board. The Board members were in agreement that his education is not relevant and his reciprocity does not qualify for certification.

Garrett That successful completion of all four modules of the Community and Economic Development Program offered through SEDA be considered equal to 3 CU's of Electives for the Advanced Level 1 and Level 2 Certifications.

Carried

Meeting Date:

Luhning That the next meeting be set for May 7, 2024 at 1:00 pm.

Carried

Adjournment:

Sigmeth That this meeting be adjourned at 1:31pm.

Carried