



THE TOWN OF  
**L U M S D E N**

**Town of Lumsden**  
**Meeting Minutes**  
**Regular Council Meeting November 9, 2021 - 6:30 PM**

**Call to Order**

The Lumsden Town Council convened their Regular Meeting in Council Chambers as well as via electronic means (Zoom) on Tuesday, November 9, 2021 at 6:30 p.m., with Mayor Bryan Matheson presiding.

**Present:**

Mayor: Bryan Matheson  
Councillors: Verne Barber, Jenelle Brennan, Ashlee Longmoore, Rhonda Phillips, Jim Rawlings (attended via Zoom), Byron Tumbach  
Chief Administrative Officer: Monica M. Merkosky  
Assistant Administrator: Jacqueline Chouinard (via Zoom - Left 8:56 p.m.)  
Director of Finance: Ryan Haresign (via Zoom - Left at 7:54 p.m.)  
Director of Planning and Development: Aimee Bryck (via Zoom - Left at 7:08 p.m.)  
Public Works Superintendent: Jeff Carey (via Zoom - Left at 6:44 p.m.)

**Absent:** None

**Resolution No.**  
2021-402

**Additions to Agenda (subject to majority vote of council)**

**Moved by:** Councillor Tumbach  
**Seconded by:** Councillor Phillips

"That we agree to add the following items to the agenda:  
Adoption of Minutes: November 8, 2021 Annexation Committee  
New Business: Treaty 4 Flag Pole Request - Grade 5 Lumsden Elementary School - Mr. Freitag."  
**CARRIED**

**Resolution No.**  
2021-403

**Approval of Agenda**

**Moved by:** Councillor Brennan  
**Seconded by:** Councillor Barber

"That we adopt the agenda as amended."  
**CARRIED**

**Resolution No.**  
2021-404

**Public Works Reports**

**Public Works Report**  
**Moved by:** Councillor Longmoore  
**Seconded by:** Councillor Tumbach

"That the Utilities and Public Works report be accepted as presented."  
**CARRIED**

**Resolution No.**  
2021-405

**Wastewater Treatment Plant - Class 3 Supervisor - Oversight Contract**

**Moved by:** Councillor Phillips  
**Seconded by:** Councillor Brennan

"That we enter into a Professional Services Agreement with Stantec to provide Class 3 Supervisor services at the Lumsden Wastewater Treatment Plant, with a contract upset of \$50,000."  
**CARRIED**

**At 6:44 p.m., Jeff Carey left for the remainder of the meeting.**

**Financial Reports**

**Resolution No.**  
2021-406

**Declaration of Eligibility - Municipal Revenue Sharing Grant**

**Moved by:** Councillor Tumbach  
**Seconded by:** Councillor Longmoore

"That the Council of the Town of Lumsden confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:  
- Submission of the 2020 Audited Financial Statement to the Ministry of Government

Relations;  
- Submission of the 2020 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 Chief Administrative Officer to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations." **CARRIED**

**Resolution No.**  
2021-407

**Education Property Taxes**

**Moved by:** Councillor Phillips  
**Seconded by:** Councillor Barber

"That we pay to the province, all outstanding education property taxes as of December 31, 2021, and assume that liability on the municipal tax roll." **CARRIED**

**Account for Approval**

**Resolution No.**  
2021-408

**List of Accounts - November 9, 2021**

**Moved by:** Councillor Tumbach  
**Seconded by:** Councillor Rawlings

"That the list of accounts attached as Schedule "A", excluding Klempf Plumbing and Heating invoice #9839-1, is approved for payment." **CARRIED**

**Planning and Development Applications and Reports**

**Resolution No.**  
2021-409

**Subdivision Referral, Subdivision R0881-21R, RM of Lumsden**

**Moved by:** Councillor Barber  
**Seconded by:** Councillor Brennan

"That Council recommend approval to the Ministry of Government Relations, Community Planning Branch regarding the proposed subdivision of land legally described as Parcel Z, Plan 102293007 Ext 0 in the RM of Lumsden No. 189." **CARRIED**

**At 7:08 p.m., Aimee Bryck left for the remainder of the meeting.**

**Adoption of Minutes**

**Resolution No.**  
2021-410

**October 26, 2021 - Regular Council Meeting**

**Moved by:** Councillor Phillips  
**Seconded by:** Councillor Longmoore

"That the minutes of the October 26, 2021 - Regular Council Meeting be approved, as circulated." **CARRIED**

**Resolution No.**  
2021-411

**October 28, 2021 - Group I Committee Meeting**

**Moved by:** Councillor Tumbach  
**Seconded by:** Councillor Brennan

"That the minutes of the October 28, 2021 - Group I Committee Meeting be approved, as circulated." **CARRIED**

**Resolution No.**  
2021-412

**November 2, 2021 - Annexation Committee Meeting**

**Moved by:** Councillor Barber  
**Seconded by:** Councillor Rawlings

"That the minutes of the November 2, 2021 - Annexation Committee Meeting be approved, as circulated." **CARRIED**

**Resolution No.**  
2021-413

**November 2, 2021 - Joint Administration Committee Meeting**

**Moved by:** Councillor Longmoore  
**Seconded by:** Councillor Phillips

"That the minutes of the November 2, 2021 - Joint Administration Committee Meeting be approved, as circulated." **CARRIED**





**Resolution No.** 2021-422  
**2022 Joint Administration - Salary/Wage Steps**  
**Moved by:** Councillor Brennan  
**Seconded by:** Councillor Longmoore

"That we agree with the recommendation of the Joint Administration Committee and approve the following Joint Administration employee 2022 steps:

Aimee Bryck	Director of Planning and Development	Step 10 Effective January 23, 2022
Melissa Lenuik	Office Services Clerk (Acct 2)	Step 3 Effective May 29, 2022
Alyssa Riemer	Office Services Clerk (Comm)	Step 10 Effective January 23, 2022
Jessica Russell	Planner	Step 4 Effective May 1, 2022."

**CARRIED**

**Resolution No.** 2021-423  
**Sick Time**  
**Moved by:** Councillor Tumbach  
**Seconded by:** Councillor Rawlings

"That we agree with the recommendation of the Joint Administration Committee and approve an amendment to the Human Resource Policy to reduce maximum accrued sick banks from 20 days to 15 days as a result of the Short-Term Disability Waiting Period being reduced from 14 calendar days to 7 calendar days."

**CARRIED**

**Resolution No.** 2021-424  
**CAO Mentoring**  
**Moved by:** Councillor Phillips  
**Seconded by:** Councillor Barber

"That we agree with the recommendation of the Joint Administration Committee that administration research the possibility of providing a mentorship opportunity with relation to the Local Government Administration Program offered through the University of Regina."

**CARRIED**

**At 7:54 p.m., Ryan Haresign left for the remainder of the meeting.**

**Delegations**

**8:02 p.m. to 8:10 p.m. - Halo - Community Support Group**

Shasta Mund of the Halo Project updated Council on their community outreach program based in Lumsden and area; designed to impact people in the community in personal, practical ways by matching those who have a need with those who are able to give.

**Reports of Administration**

**Resolution No.** 2021-425  
**Council Update**  
**Moved by:** Councillor Longmoore  
**Seconded by:** Councillor Brennan

"That the verbal report of the Chief Administrative Officer be accepted as presented."

**CARRIED**

**New Business**

**Resolution No.** 2021-426  
**2022 Regular Meeting Schedule**  
**Moved by:** Councillor Tumbach  
**Seconded by:** Councillor Barber

"That we set the following dates for 2022 Regular Council meetings:

- January 11 & 25
- February 8 & 22
- March 15 & 29
- April 12 & 26
- May 10 & 24
- June 7 & 21
- July 12 & 26
- August 16
- September 6 & 20
- October 11 & 25
- November 15 & 29
- December 13."

**CARRIED**

**Resolution No.** 2021-427  
**Policing Costs**  
**Moved by:** Councillor Brennan  
**Seconded by:** Councillor Barber

"That a letter be sent to Honourable Marco Mendicino expressing the Town of Lumsden's concerns that the cost of potential retroactive pay resulting from the collective bargaining



agreement between the Government of Canada and National Police Federation on behalf of RCMP members, will be passed down to municipalities, resulting in financial hardship."

**CARRIED**

**Resolution No.**  
2021-428

**No Parking Signs Request - Clarke**

**Moved by:** Councillor Barber

**Seconded by:** Councillor Rawlings

"That two no parking signs be installed on the north side of 5th (Fifth) Avenue from Broad Street heading west to the end of 5th Avenue, and further that these signs will indicate 'no parking' during school hours (Monday to Friday from 8:00 a.m. to 4:00 p.m.)." **CARRIED**

**Resolution No.**  
2021-429

**Staff Christmas Gift**

**Moved by:** Councillor Longmoore

**Seconded by:** Councillor Barber

"That we approve Christmas gifts, in the form of a gift certificate from a business located in the Town of Lumsden, as follows:

- Joint Administration Staff - \$50.00 (matched by RM of Lumsden No. 189) and

- Public Works / Utility Staff and Recreation Coordinator - \$100.00." **CARRIED**

**Resolution No.**  
2021-430

**Staff Christmas Party**

**Moved by:** Councillor Tumbach

**Seconded by:** Councillor Brennan

"That, in lieu of a 2021 Christmas Party, we purchase lunch for the staff." **CARRIED**

**Resolution No.**  
2021-431

**Treaty 4 Flag Pole Request - Grade 5 Lumsden Elementary School - Mr. Frietag**

**Moved by:** Councillor Tumbach

**Seconded by:** Councillor Longmoore

"That we refer the Treaty 4 Flag Pole request from Mr. Frietag and his grade 5 class from Lumsden Elementary School to Group I for research and potential planning." **CARRIED**

**Bylaws**

**Resolution No.**  
2021-432

**Cemetery Bylaw No. 2021-06 - First Reading**

**Moved by:** Councillor Brennan

**Seconded by:** Councillor Phillips

"That Bylaw No. 2021-06, being a bylaw to regulate and control the Lumsden Cemetery, be read a first time." **CARRIED**

**At 8:56 p.m., Jacqueline Chouinard left for the remainder of the meeting.**

**Resolution No.**  
2021-433

**Closed Session**

**Moved by:** Councillor Rawlings

**Seconded by:** Councillor Barber

"That we move into Closed Session at 8:56 p.m. for the purpose of discussing strategic planning and employee-related matters as allowed pursuant to Section 120 of *The Municipalities Act*, with the Chief Administrative Officer to be included in the session." **CARRIED**

**At 10:00 p.m. Council left the Closed Session and returned to the open meeting.**

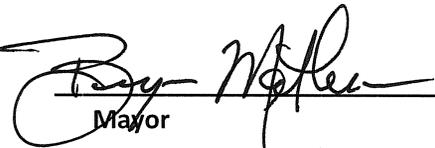
**Resolution No.**  
2021-434

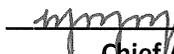
**Adjournment**

**Moved by:** Councillor Longmoore

**Seconded by:** Councillor Rawlings

"That we adjourn the meeting at 10:00 p.m." **CARRIED**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer