



Town of Lumsden
Meeting Minutes
Regular Council Meeting November 15, 2022 - 6:30 PM

Call to Order

The Lumsden Town Council convened their Regular Meeting in the Council Chambers of the Municipal Offices and via Zoom, on Tuesday, November 15, 2022 at 6:30 pm.

Present:

Mayor: Bryan Matheson

Councillors: Verne Barber, Jenelle Brennan, Ashlee Longmoore (Zoom), Rhonda Phillips (Zoom), Jim Rawlings (Zoom, left at 8:03 pm), Byron Tumbach

Chief Administrative Officer: Monica M. Merkosky (Zoom)

Assistant Administrator: Katherine Atkings

Director of Finance: Ryan Haresign (Zoom, Left at 7:04 pm)

Director of Planning and Development: Aimee Bryck (Zoom, Left at 9:01 pm)

Public Works Superintendent: Jeff Carey (Left at 6:34 pm)

Resolution No.
2022-446

Approval of Agenda

Moved by: Councillor Barber

Seconded by: Councillor Tumbach

"That we adopt the agenda as presented."

CARRIED

Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

Public Works Reports

Moved by: Councillor Brennan

Seconded by: Councillor Tumbach

"That we accept the Public Works Report as presented verbally by Superintendent Jeff Carey."

CARRIED

Public Works Superintendent, Jeff Carey, left for the remainder of the meeting at 6:34 pm.

Financial Reports

Resolution No.
2022-447

Bank Reconciliation - September 2022

Moved by: Councillor Longmoore

Seconded by: Councillor Rawlings

"That we accept the Bank Reconciliation for the period ending September 30, 2022, as presented."

CARRIED

Resolution No.
2022-448

Financial Statement - September 2022

Moved by: Councillor Barber

Seconded by: Councillor Tumbach

"That we accept the Financial Statement for the period ending September 30, 2022, as presented."

CARRIED

Account for Approval

Resolution No. List of Accounts - November 15, 2022

2022-449

Moved by: Councillor Rawlings

Seconded by: Councillor Brennan

"That the list of accounts attached as Schedule "A" is approved for payment."

CARRIED

Adoption of Minutes

Resolution No. October 25, 2022 - Regular Council Meeting

2022-450

Moved by: Councillor Phillips

Seconded by: Councillor Longmoore

"That the minutes of the October 25, 2022 - Regular Council Meeting be approved, as circulated."

CARRIED

Resolution No. November 1, 2022 - Group II Committee Meeting

2022-451

Moved by: Councillor Barber

Seconded by: Councillor Phillips

"That the minutes of the November 1, 2022 - Group II Committee Meeting be approved, as circulated."

CARRIED

Resolution No. November 2, 2022 - Joint Administration Committee Meeting

2022-452

Moved by: Councillor Longmoore

Seconded by: Councillor Barber

"That the minutes of the November 2, 2022 - Joint Administration Committee Meeting be approved, as circulated."

CARRIED

Committee Reports

Resolution No. Group II Committee Report

2022-453

Moved by: Councillor Longmoore

Seconded by: Councillor Phillips

"That the Group II Committee Report be accepted as presented verbally by Councillor Barber."

CARRIED

Resolution No. Regional Water Operator Agreement

2022-454

Moved by: Councillor Phillips

Seconded by: Councillor Tumbach

"That we agree with the recommendation of the Group II Committee and approve the Regional Water Operator Agreement to be forwarded for consideration to 607205 Saskatchewan Ltd. attached to these minutes as Schedule "B"."

CARRIED

Resolution No. 345 James Street North - Water Meters

2022-455

Moved by: Councillor Barber

Seconded by: Councillor Brennan

"That we agree with the recommendation of the Group II Committee to deny the request of Wilkie Wellness Center to combine two utility accounts at 345 James Street North; and rather request that the property owner make plumbing changes to adjust water meter locations as two independent business ventures operate from the building; therefore, two invoices must be issued: one to Wilkie Wellness and the other to either the landlord or the other commercial tenant."

CARRIED

Director of Finance, Ryan Haresign, left for the remainder of the meeting at 7:04 pm.

Resolution No. ICIP Grant Application - Regional

2022-456

Moved by: Councillor Phillips

Seconded by: Councillor Rawlings

"That the Town of Lumsden submit a grant application under the Investing in Canada Infrastructure Program (ICIP) for the 'Lumsden Regional Water System'. The regionalized system and project will include upgrades to the Water Treatment Plant (WTP), a pipeline from the WTP to the Organized Hamlet of Deer Valley. The Town accepts the payment portion of 26.6667% of the total project cost and Council agrees to meet legislated standards to meet the terms and conditions of the ICIP program, to conduct an open tendering process, to manage the construction of the project, to fund the municipal share of the project, to fund ongoing operation and maintenance costs, and to follow



any mitigation measures as required by the federal Impact Assessment Act and The Environmental Assessment Act (Saskatchewan). Further, Council instructs Administration to progress regionalization agreements with the RM of Lumsden on behalf of the Organized Hamlet of Deer Valley as well as Deer Valley Water & Sewer Board to support the program and continued operation of the regionalized system."

CARRIED

Resolution No. Joint Administration Committee Report

2022-457

Moved by: Councillor Longmoore
Seconded by: Councillor Brennan

"That the Joint Administration Committee Report be accepted as presented verbally by Councillor Barber."

CARRIED

Resolution No. 2023 Cost of Living Adjustment

2022-458

Moved by: Councillor Barber
Seconded by: Councillor Brennan

"That, in accordance with resolution 2022-370, we agree with the recommendation of the Joint Administration Committee to increase 2022 salary grids by 5.0% as it relates to the 2023 salary/wages for staff who fall under the Joint Administration umbrella."

CARRIED

Resolution No. 2023 Step Recommendations

2022-459

Moved by: Councillor Rawlings
Seconded by: Councillor Longmoore

"That we agree with the recommendation of the Joint Administration Committee, to the following employee steps for 2023:

Alyssa Riemer	Step 11	Effective Jan 22, 2023
Jessica Russell	Step 5	Effective Apr 30, 2023
Melissa Lenuik	Step 4	Effective May 28, 2023
Aimee Bryck	Step 11	Effective Jan 22, 2023
Katherine Atkings	Step 9	Effective Oct 1, 2023."

CARRIED

Resolution No. Communications

2022-460

Moved by: Councillor Tumbach
Seconded by: Councillor Rawlings

"That the following communications and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:

- The Municipal Potash Tax Sharing Administration Board
- Telmatik - Citizen Alerts
- Earth Day - Registration for 2023
- MJ Consulting - Municipal Advisor Service
- Lumsden and District Heritage Home - Minutes Sept. 26, 2022."

CARRIED

Resolution No. Earth Day - Registration for 2023

2022-461

Moved by: Councillor Phillips
Seconded by: Councillor Brennan

"That we register for April 22, 2023 Earth Day and participate through an activity that will be determined at a later date."

CARRIED

Reports of Administration

Resolution No. Proclamation - National Day for Truth & Reconciliation

2022-462

Moved by: Councillor Brennan
Seconded by: Councillor Longmoore

"WHEREAS Mr. Freitag's 2021/2022 Grade 5 class at Ecole Lumsden Elementary School sent letters to the Town of Lumsden with an initiative to raise a Treaty 4 flag at the entrance of the Town as a first step to Truth and Reconciliation in the Town of Lumsden and the surrounding area;
WHEREAS their efforts sparked a response from other organizations and groups who wish to be involved in the initiative;
WHEREAS the RCMP Lumsden detachment shall provide land for a flagpole and will manage the flag with appropriate protocol;
WHEREAS the Lumsden & District Lions Club shall cover the cost of the flagpole;
WHEREAS the Lumsden Historical Society shall host the National Indigenous Day on June 21st each year; and
WHEREAS the Lumsden Public Library Branch shall help with project costs and shall provide and promote programming and education regarding Truth and Reconciliation.

NOW, THEREFORE, we, members of the Town of Lumsden, do hereby proclaim September 30, each year from this day forward as: National Day for Truth and Reconciliation." **CARRIED**

Public Hearings

Resolution No. 2022-463 7:30 Public Hearing: Bylaw Numbers 2022-14, OCP Amendment and 2022-15, Zoning Bylaw Amendment

Moved by: Councillor Tumbach
Seconded by: Councillor Rawlings

"That we recess the meeting at 7:30 pm for the purpose of holding a Public Hearing for Bylaw Numbers 2022-14, OCP Amendment and 2022-15, Zoning Bylaw Amendment." **CARRIED**

The Regular Council Meeting reconvened at 7:56 pm.

Councillor Jim Rawlings, left at 8:03 pm for the remainder of the meeting.

Resolution No. 2022-464 Reports of Administration Continued

Moved by: Councillor Brennan
Seconded by: Councillor Phillips

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

New Business

Resolution No. 2022-465 Proposed 2023 Regular Council Meeting Dates

Moved by: Councillor Tumbach
Seconded by: Councillor Longmoore

"That we set the following 2023 regular meeting dates:

January 10 & 24
February 7 & 21
March 7 & 28
April 11 & 25
May 9 & 23
June 13 & 27
July 18
August 8 & 22
September 12 & 26
October 10 & 24
November 14 & 28
December 12."

CARRIED

Resolution No. 2022-466 Lumsden Historical Society - Support Request

Moved by: Councillor Barber
Seconded by: Councillor Phillips

"That, commencing 2023, we incorporate into our operating budget an annual donation of \$1,000 to the Lumsden Historical Society." **CARRIED**

Bylaws

Resolution No. 2022-467 Bylaw No. 2022-14 OCP Amendment - 2nd Reading

Moved by: Councillor Brennan
Seconded by: Councillor Tumbach

"That Bylaw No.2022-14, being a bylaw to amend the Official Community Plan (OCP), be read a second time." **CARRIED**

Resolution No. 2022-468 Bylaw No. 2022-14 OCP Amendment - 3rd Reading

Moved by: Councillor Barber
Seconded by: Councillor Phillips

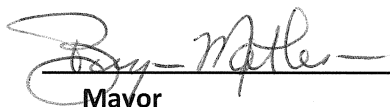
"That Bylaw No. 2022-14, being a bylaw to amend the Official Community Plan (OCP), be read a third time, adopted, signed, and sealed." **CARRIED**

Resolution No. 2022-469 Bylaw No. 2022-15 Zoning Bylaw Amendment - 2nd Reading

Moved by: Councillor Brennan
Seconded by: Councillor Tumbach

"That Bylaw No. 2022-15, being a bylaw to amend the Zoning Bylaw, be read a second time." **CARRIED**

- Resolution No. 2022-470** **Bylaw No. 2022-15 Zoning Bylaw Amendment - 3rd Reading**
Moved by: Councillor Phillips
Seconded by: Councillor Brennan
"That Bylaw No. 2022-15, being a bylaw to amend the Zoning Bylaw, be read a third time, adopted, signed, and sealed." **CARRIED**
- Resolution No. 2022-471** **Bylaw No. 2022-17, Utility Rates Bylaw - 2nd Reading**
Moved by: Councillor Barber
Seconded by: Councillor Phillips
"That Bylaw No. 2022-17, being a Utility Rates Bylaw, be read a second time." **CARRIED**
- Resolution No. 2022-472** **Bylaw No. 2022-17, Utility Rates Bylaw - 3rd Reading**
Moved by: Councillor Tumbach
Seconded by: Councillor Longmoore
"That Bylaw No. 2022-17, being a Utility Rates Bylaw, be read a third time, adopted, signed and sealed." **CARRIED**
- Director of Planning and Development, Aimee Bryck, left the meeting at 9:01 pm.**
- Assistant Administrator, Katherine Atkings, temporarily left the meeting at 9:05 pm.**
- Resolution No. 2022-473** **Closed Session - LAFOIP S. 16(1)(b) Employee-Related Matters**
Moved by: Councillor Barber
Seconded by: Councillor Brennan
"That we move into Closed Session at 9:05 pm for the purpose of discussing employee-related matters as allowed pursuant to Section 120 of *The Municipalities Act* (LAFOIP S. 16(1)(b)), with staff to be excluded from the session, with the exception of the CAO." **CARRIED**
- Rise from Closed Session**
At 9:19 pm, Council left the Closed Session and returned to the open meeting.
- Assistant Administrator Katherine Atkings returned to the open meeting at 9:20 pm.**
- Resolution No. 2022-474** **Employee Dismissal - Lillejord**
Moved by: Councillor Barber
Seconded by: Councillor Tumbach
"That we support the Chief Administrative Officer's dismissal of Office Services Clerk, Marla Lillejord, effective October 27, 2022." **CARRIED**
- Resolution No. 2022-475** **Assistant Administrator - Level 2**
Moved by: Councillor Brennan
Seconded by: Councillor Longmoore
"That we agree with the recommendation of the Joint Administration Committee that the Assistant Administrator Level 2 Salary Grid (under development since August, 2022), be amended so that the grid, for the year 2022, reaches a maximum of \$74,580." **CARRIED**
- Resolution No. 2022-476** **Adjournment**
Moved by: Councillor Phillips
Seconded by: Councillor Longmoore
"That we adjourn the meeting at 9:25 p.m." **CARRIED**



Mayor



Chief Administrative Officer