



Town of Lumsden
Meeting Minutes
Regular Council Meeting December 13, 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, December 13, 2022 at 6:30 pm.

Present:

Mayor: Bryan Matheson
Councillors: Verne Barber, Jenelle Brennan (arrived at 7:04 pm) Ashlee Longmoore, Rhonda Phillips, Byron Tumbach
Chief Administrative Officer: Monica M. Merkosky (via Zoom)
Assistant Administrator: Krystal Strong
Director of Planning and Development: Aimee Bryck (via Zoom, Left at 7:01 pm)

Absent:

Councillor: Jim Rawlings

Resolution No.
2022-503

Additions to Agenda

Moved by: Councillor Longmoore
Seconded by: Councillor Tumbach

"That we agree to add the following items to the agenda under Accounts for Approval:
-7.1 Additional List of Accounts."

CARRIED

Resolution No.
2022-504

Approval of Agenda

Moved by: Councillor Barber
Seconded by: Councillor Phillips

"That we adopt the agenda as amended."

CARRIED

Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

Financial Reports

Resolution No.
2022-505

Education Property Taxes

Moved by: Councillor Tumbach
Seconded by: Councillor Barber

"That we agree with the recommendation of the Group I Committee and pay to the province, all outstanding education property taxes as at December 31, 2022, and assume that liability on the municipal tax roll."

CARRIED

Council took at 5 minute break to allow Administration to deal with a technical (Zoom) issue.

Resolution No.
2022-506

Conexus Credit Card Limit

Moved by: Councillor Phillips
Seconded by: Councillor Longmoore

"That we agree with the recommendation of the Group 1 Committee and carry a limit of \$10,000 on our Conexus Credit Cards."

CARRIED

Account for Approval

Resolution No. **List of Accounts - December 13, 2022**
2022-507 **Moved by:** Councillor Barber

Seconded by: Councillor Tumbach

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

CARRIED

Planning and Development Applications and Reports

Resolution No. **Notice of Rezoning - RM Bylaw No. 2022-13**
2022-508 **Moved by:** Councillor Barber

Seconded by: Councillor Phillips

"That we reply to the RM of Lumsden with our support regarding the notice of rezoning for RM of Lumsden Bylaw No. 2022-13."

CARRIED

Resolution No. **Planning and Development - 2022 Annual Report**
2022-509 **Moved by:** Councillor Tumbach

Seconded by: Councillor Longmoore

"That the 2022 Annual Report as prepared by the Director of Planning and Development be accepted as presented."

CARRIED

Director of Planning, Aimee Bryck, left the meeting at 7:01 pm.

Adoption of Minutes

Resolution No. **November 29, 2022 - Regular Council Meeting**
2022-510 **Moved by:** Councillor Phillips

Seconded by: Councillor Longmoore

"That the minutes of the November 29, 2022 - Regular Council Meeting be approved, as circulated."

CARRIED

Resolution No. **December 5, 2022 - Employee Committee Meeting**
2022-511 **Moved by:** Councillor Barber

Seconded by: Councillor Longmoore

"That the minutes of the December 5, 2022 - Employee Committee Meeting be approved, as circulated."

CARRIED

Committee Reports

Resolution No. **Swim Instructor Wage Grid**
2022-512 **Moved by:** Councillor Longmoore

Seconded by: Councillor Barber

"That we accept the recommendation of the Employee Committee to approve the 2023 Swim Instructor Wage Grid, as per Schedule 'B'."

CARRIED

Resolution No. **2023 Public Works and Utility Department Salary Grids**
2022-513 **Moved by:** Councillor Phillips

Seconded by: Councillor Brennan

"That we accept the recommendation of the Employee Committee to approve the 2023 Public Works and Utility Department Salary Grid as per Schedule 'C'."

CARRIED

Resolution No. **Public Works and Utility Department - Annual Step Changes**
2022-514 **Moved by:** Councillor Tumbach

Seconded by: Councillor Phillips

"That we accept the recommendation of the Employee Committee to approve the following changes to employee steps for the year 2023:

Kelly Strickland	Equipment Operator 2	Step 5 (eff Jan 22, 2023)
Jake Robertson	Equipment Operator 1 (S)	Step 5 (eff Jan 8, 2023)
Scott Ashurst	W / WW Operator Level 1	Step 5 (eff Jan 1, 2023)
Josh Buhay	W / WW Operator Level 1	Step 5 (eff Jun 25, 2023)
Tylor Wood	WWTP Lead	Step 5 (eff Jan 1, 2023)."

CARRIED



- Resolution No. 2022-515** **Community Coordinator Salary Grid**
Moved by: Councillor Brennan
Seconded by: Councillor Tumbach
- "That we accept the recommendation of the Employee Committee to approve the 2023 Salary Grid of the Community Co-ordinator, as per Schedule 'D'." **CARRIED**
- Resolution No. 2022-516** **Community Coordinator - Use of Personal Vehicle**
Moved by: Councillor Longmoore
Seconded by: Councillor Phillips
- "That we accept the recommendation of the Employee Committee to direct Administration to investigate vehicle options for the recreation department and provide a report to Group I." **CARRIED**
- Resolution No. 2022-517** **Professional Development Agreement**
Moved by: Councillor Tumbach
Seconded by: Councillor Brennan
- "That we accept the recommendation of the Employee Committee, that as a result of Jessica Russell's resignation, that we collect \$376.01, in accordance with Ms. Russell's Professional Development Agreement." **CARRIED**
- Resolution No. 2022-518** **Employee Committee Meeting Report - December 5, 2022**
Moved by: Councillor Tumbach
Seconded by: Councillor Brennan
- "That the Employee Committee Report be accepted as presented verbally by Councillor Barber." **CARRIED**
- Resolution No. 2022-519** **Group I Committee Report - December 12, 2022**
Moved by: Councillor Tumbach
Seconded by: Councillor Longmoore
- "That the Group I Committee Report be accepted as presented verbally by Councillor Tumbach." **CARRIED**
- Resolution No. 2022-520** **Communications**
Moved by: Councillor Longmoore
Seconded by: Councillor Barber
- "That the following communications and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:
a. Loraas Disposal - Holiday Greetings
b. Synchrony / Lowe's - A/R Account Closed January 31, 2023
c. Lumsden Historical Society - Thanks and Happy Holidays
d. HELP International Shelterbelt Program - 2023 Spring Planting
e. Canada Post - Small Business Program." **CARRIED**
- Bylaw Review 1970 - 1979**
- Mayor Bryan Matheson declared a conflict of interest with respect to a license agreement with his daughter's business. Mayor Matheson abstained from discussion and voting on the matter and left the council chambers at 9:30 pm.
- Reports of Administration**
- Resolution No. 2022-521** **Council Update**
Moved by: Councillor Longmoore
Seconded by: Councillor Brennan
- "That the report of the Chief Administrative Officer be accepted as presented." **CARRIED**
- Appointments**
- Resolution No. 2022-522** **2023 List of Appointments**
Moved by: Councillor Longmoore
Seconded by: Councillor Barber
- "That the list of appointments attached as Schedule "E" is hereby approved and takes effect January 1, 2023." **CARRIED**

New Business

Resolution No. **2023 Council Remuneration**
2022-523 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Barber

"That, having provided the required public notice, we increase 2022 council remuneration rates by 5%, as per the employee salary grid increase, rounded to the nearest dollar.

2023 Remuneration rates for Mayor and Councillors are:

Council Indemnity Councillors - \$203 per meeting;

 Mayor - \$292 per meeting;

Indemnity shall include all council meetings and duly called and documented committee meetings;

Per Diem Councillors - \$203 per day while attending to Town business;

 Mayor - \$292 per day while attending to Town business;

The Deputy Mayor shall receive the Mayor remuneration meeting rate if acting for the Mayor, if the Mayor is unable to perform the duties of his or her office for any reasons, such as absences or attending meetings via electronic means and unable to chair the meeting;

Council members - \$40/hour for informal meetings of a short duration where the member represents the Town or attends to Town business (no increase from 2022);

Mayor Cell Phone Allowance - \$55 per month;

Utility Chairperson Cell Phone Allowance - \$55 per month; and

That all Council members, employees and appointees of the Town of Lumsden who are authorized to travel to attend to Town business shall be reimbursed for expenses in accordance with the Town of Lumsden Human Resource Policy."

CARRIED

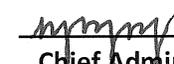
Resolution No. **Adjournment**
2022-524 **Moved by:** Councillor Phillips

"That we adjourn the meeting at 8:11 pm."

CARRIED



Mayor



Chief Administrative Officer