



Town of Lumsden
Meeting Minutes
Regular Council Meeting September 12, 2023 - 6:30 PM

Call to Order

The Lumsden Town Council convened their Regular Meeting in the Council Chambers of the Municipal Office and via Zoom on Tuesday, September 12, 2023 at 6:31 pm.

Present:

Mayor: Bryan Matheson
Councillors: Verne Barber, Jenelle Brennan, Rhonda Phillips, Jim Rawlings, Byron Tumbach
Chief Administrative Officer: Monica M. Merkosky (via Zoom)
Assistant Administrator: Krystal Strong (left at 8:23 pm)
Director of Finance: Ryan Haresign (via Zoom, left at 6:39 pm)
Director of Planning and Development: Aimee Bryck (via Zoom, left at 7:15 pm)
Public Works Superintendent: Jeff Carey (left at 6:37 pm)

Absent:

Councillor: Ashlee Longmoore

"We would like to begin by acknowledging that we are on the traditional lands, referred to as Treaty 4 territory, and that the Town of Lumsden is located on Treaty 4 territory, the original lands of the Cree, Ojibwe, Saukteaux, Dakota, Nakota, Lakota, and on the homeland of the Métis Nation."

Resolution No. Additions to Agenda (subject to majority vote of council)

2023-388 **Moved by:** Councillor Phillips
 Seconded by: Councillor Brennan

"That we agree to add the following items to the agenda:

- 7.1 List of Accounts
- 8.1 2023 SEDA Summit
- 18.6 Water Security Agency - 2023 Flood Damage Reduction Program Application
- 18.7 Janitorial Contract
- 18.8 Smoke 'N The Valley - Event Requests."

CARRIED

Resolution No. Approval of Agenda

2023-389 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Barber

"That we approve the agenda as amended."

CARRIED

Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

Resolution No. Public Works Reports

2023-390 **Moved by:** Councillor Rawlings
 Seconded by: Councillor Phillips

"That the Utilities and Public Works report be accepted as presented by Superintendent Jeff Carey."

CARRIED

Public Works Superintendent, Jeff Carey, left the meeting at 6:37 pm.

Account for Approval

Resolution No. **List of Accounts**
2023-391 **Moved by:** Councillor Barber
 Seconded by: Councillor Tumbach

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

CARRIED

Director of Finance, Ryan Haresign, left for the remainder the meeting at 6:39 pm.

Planning and Development Applications and Reports

Resolution No. **2023 Saskatchewan Economic Development Alliance (SEDA) Summit**
2023-392 **Moved by:** Councillor Phillips
 Seconded by: Councillor Brennan

"That we authorize administration to register Aimee Bryck to attend the October 11-12, 2023 SEDA Summit, virtually, at a cost of \$273.00."

CARRIED

Adoption of Minutes

Resolution No. **August 22, 2023 - Regular Council Meeting**
2023-393 **Moved by:** Councillor Brennan
 Seconded by: Councillor Tumbach

"That the minutes of the August 22, 2023, Regular Council meeting be approved, as circulated."

CARRIED

Resolution No. **August 23, 2023 - Joint Administration Committee Meeting**
2023-394 **Moved by:** Councillor Barber
 Seconded by: Councillor Brennan

"That the minutes of the August 23, 2023, Joint Administration Committee meeting be approved, as circulated."

CARRIED

Committee Reports

Resolution No. **Joint Administration Committee Report - Councillor Barber**
2023-395 **Moved by:** Councillor Barber
 Seconded by: Councillor Brennan

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

CARRIED

Resolution No. **Planning & Economic Development Report - Councillor Phillips**
2023-396 **Moved by:** Councillor Phillips
 Seconded by: Councillor Rawlings

"That the Planning & Economic Development Committee Report be accepted as presented verbally by Councillor Phillips."

CARRIED

Resolution No. **Communications**
2023-397 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Phillips

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

- a. Lumsden and District Heritage Home - September Newsletter
- b. Lumsden and District Heritage Home - Meeting Minutes June 26, 2023
- c. Lumsden and District Heritage Home - Looking Forward Partner Meeting
- d. Southeast Regional Library - 2024 Budget Information
- e. Water Security Agency - Flood Damage Reduction Program Opportunities
- f. Saskatchewan Emergency Planners Association - 2023 Conference
- g. Ministry of Highways - Speed Limit Review, Highway No. 20."

CARRIED



Reports of Administration

Resolution No. 2023-399 **Trailer Courts - Property Taxes vs Permit Fees**
Moved by: Councillor Tumbach
Seconded by: Councillor Barber

"That we refer discussion regarding property taxes vs permit fees specific to Lumsden's trailer courts, to the Group I Committee." **CARRIED**

Director of Planning and Development Aimee Bryck left for the remainder of the meeting at 7:15 p.m.

Unfinished Business

Resolution No. 2023-400 **Chandler - Sewer Rebate, 95 Third Avenue**
Moved by: Councillor Phillips
Seconded by: Councillor Brennan

"That we rescind Resolution number 2023-384 and reimburse the owner of 95 Third Avenue, in the amount of \$300.00 plus PST and GST, for costs incurred to remove tree roots blocking the sewer line on the town's side of the property line." **CARRIED**

New Business

Resolution No. 2023-401 **Office Service Clerk - Accounting I**
Moved by: Councillor Brennan
Seconded by: Councillor Tumbach

"That we acknowledge the Chief Administrative Officer's hiring of Crystal Lovelace, to fill a vacancy, as a permanent, full-time Office Services Clerk - Accounting 1, effective September 11, 2023 with a probationary period of 13 weeks; and That we approve a wage at Step 3 of the 2023 Joint Administration Wage Grid, being \$25.35." **CARRIED**

Resolution No. 2023-402 **Request for Hall - Lumsden Drugs Flu/Covid Clinics**
Moved by: Councillor Tumbach
Seconded by: Councillor Barber

"That the Town of Lumsden assume the cost of the Centennial Hall rental fee for the Lumsden Drugs Flu/Covid Clinics being held on October 13 and 15, 2023." **CARRIED**

Resolution No. 2023-403 **Request for Hall - Soup and Sandwich for Seniors AND Tea & Talk**
Moved by: Councillor Barber
Seconded by: Councillor Tumbach

"That the request from Yolandi Burnett to host the 'Soup and Sandwiches for Seniors' Program in the Centennial Hall basement on the 1st and 3rd Thursday of the month is approved at no cost until February 2024, pursuant to the Recreation Fees Bylaw, and;
That the request from Yolandi Burnett to host 'Tea & Talk for Seniors' in the Centennial Hall basement on the first Sunday of the month be denied due to scheduling conflicts, and;
That administration assist Ms. Burnett to arrange alternate locations for this initiative." **CARRIED**

Resolution No. 2023-404 **Royal Canadian Legion - Poppy Campaign 2023**
Moved by: Councillor Barber
Seconded by: Councillor Brennan

"That we authorize the purchase of a wreath from the Royal Canadian Legion - Lumsden Branch, for display at the annual Remembrance Day ceremony, at a cost of \$55.00; and, that we authorize a Council member to lay the wreath at the Remembrance Day ceremony." **CARRIED**



Resolution No. **SK Safety Council - Mature Driver Refresher Course**
2023-405 **Moved by:** Councillor Phillips
 Seconded by: Councillor Barber

"That the Town of Lumsden assume the cost of the RiverPark Meeting Room rental fee for the Saskatchewan Safety Council Mature Driver Refresher Course being held on October 30, 2023."
CARRIED

Resolution No. **Water Security Agency - 2023 Flood Damage Reduction Program Application**
2023-406 **Moved by:** Councillor Phillips
 Seconded by: Councillor Rawlings

"That we authorize the submission of an application to Water Security Agency under their Flood Damage Reduction Program, for the replacement of Inlet Structure 1A2 with a permanent storm water lift station, located on Parcel DD, Plan 01RA26552 Ext 6, near the Public Works Shop."
CARRIED

Resolution No. **Janitorial Contract Award**
2023-407 **Moved by:** Councillor Brennan
 Seconded by: Councillor Tumbach

"That we agree with the recommendation of the Community Coordinator, Chris Exner, and contract Gina McElroy to provide janitorial services for the Lumsden Municipal Office, Library and Centennial Hall, for a 24-month term in the amount of \$2,400 per month (including PST and SWCB)."
CARRIED

Resolution No. **Smoke 'N The Valley - Event Requests**
2023-408 **Moved by:** Councillor Rawlings
 Seconded by: Councillor Barber

"That we authorize Sask Liquor and Gaming Authority to issue a Special Occasion Permit to Smoke 'N The Valley (Jennifer Folk) for a BBQ Competition on September 22, 2023, from 5:00 pm to 11:00 pm at RiverPark (55 Highway No. 20) and on September 23, 2023, from 12:00 pm to 5:00 pm at RiverPark (55 Highway No. 20)."
CARRIED

Bylaws

Resolution No. **Bylaw 2023-15 Recreation Fees - 2nd Reading**
2023-409 **Moved by:** Councillor Brennan
 Seconded by: Councillor Phillips

"That Bylaw No. 2023-15, being a bylaw to establish recreation fees in the Town of Lumsden, be read a second time."
CARRIED

Resolution No. **Bylaw 2023-15 Recreation Fees - 3rd Reading**
2023-410 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Rawlings

"That Bylaw No. 2023-15, being a bylaw to establish recreation fees in the Town of Lumsden, be read a third time, adopted, signed, and sealed."
CARRIED

Resolution No. **Bylaw 2023-16 Establish District Emergency Management Organization - 1st Reading**
2023-411 **Moved by:** Councillor Rawlings
 Seconded by: Councillor Brennan

"That Bylaw No. 2023-16, being a bylaw to establish a District Emergency Management Organization, be read a first time."
CARRIED

Resolution No. **Closed Session**
2023-412 **Moved by:** Councillor Phillips
 Seconded by: Councillor Tumbach

"That we move into Closed Session at 8:23 pm for the purpose of discussing employee-related matters as allowed pursuant to Section 120 of *The Municipalities Act* (LAFOIP S. 6(1)(b)), with the Chief Administrative Officer to be included in the session."
CARRIED

Assistant Administrator, Krystal Strong, left for the remainder of the meeting at 8:23 pm.

Rise from Closed Session

At 8:37 pm, Council left the Closed Session and returned to the open meeting.

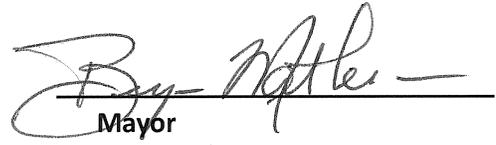
Resolution No.
2023-413

Adjournment

Moved by: Councillor Phillips

"That we adjourn the meeting at 8:38 pm."

CARRIED



Mayor



Chief Administrative Officer

BYLAW No. 2023-15

**A BYLAW TO ESTABLISH VARIOUS FEES RELATED TO
RECREATION FACILITIES AND PROGRAM**

The Council of the Town of Lumsden, in the Province of Saskatchewan,
enacts as follows:

TITLE

1. This Bylaw may be cited as "The Recreation Fee Bylaw"

REPEALING

2. Bylaw 2023-11 is hereby repealed.

EFFECTIVE DATE OF BYLAW

3. This Bylaw shall come into force and take effect on the final date of its passing.

Readings

Read a first time this 22nd day of August, 2023

Read a second time this 12th day of September, 2023

Read a third time this 12th day of September, 2023





Mayor



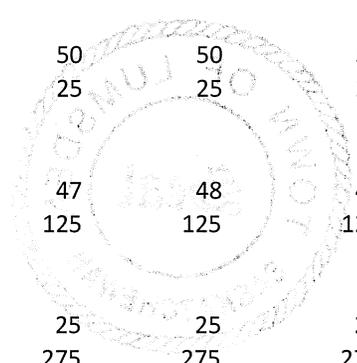
Chief Administrative Officer

Schedule "A"

	<u>2023</u> <u>Fee/Rate</u>	<u>2024</u> <u>Fee/Rate</u>	<u>2025</u> <u>Fee/Rate</u>
<u>Centennial Hall</u>			
Hourly Rate (up to 4 hrs) (upper or lower level)	40	41	42
Daily Rate: (more than 4 hours) (whole Hall) (Mon-Thur)	660	670	680
Weddings, etc. (Friday 1pm to Sunday noon)	1050	1500	1550
'Market-Style' Events per day (access to both levels)	825	850	875
Damage Deposit	500	500	500
Mon thru Thurs - community groups	Free	Free	Free
Non-Refundable Weekend/ Booking Deposit	500	500	500
Change Booking Date	50	50	50
Lumsden & District Lions - No Charge for Meetings			
<u>Riverpark Campground *</u>			
Overflow / Off Season per night	24	25	26
Overflow / Off Season per week	151	158	158
Overflow / Off Season per month	560	565	570
Serviced Sites per night	41	42	43
Serviced Sites per week	245	250	255
Serviced Sites per month	780	800	820
Sewage Dump (non-campers)	28	30	32
<u>Ball Diamonds</u>			
Per day per diamond	110	120	130
Cubs Diamond single game	60	65	70
Out of town teams per day	260	265	270
Market Style Event	260	265	270
<u>Riverpark Centre</u>			
Birthday Party Rentals (2.5 hrs)	50	55	60
Riverpark Centre Meeting Room (<5hrs)	90	100	110
Riverpark Centre Meeting Room (full day)	170	180	190
Mon thru Thurs - community groups	Free	Free	Free
Deposit (to reserve a date, non-refundable)	50	50	50
Damage Deposit	120	120	120
<u>Library</u>			
Basement per day	50	50	50
Kitchen per hour	25	25	25
<u>Swimming Lesson Fees *</u>			
per child	47	48	49
or per family of 3 children	125	125	125
<u>Sign Corridor Fees</u>			
Priority 1 & 2 Annual Permit Fee	25	25	25
Priority 1 & 2 Annual Capital and Maintenance Fee	275	275	275
Priority 3 Annual Permit Fee	25	25	25
Priority 3 Annual Capital and Maintenance Fee	575	575	575

These fees were promised at the beginning of the initiative (2015) for the first 8 years.

* GST is included



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Town of Lumsden Payment Register

Report Date
2023-09-13 2:09 PM

Batch: 2023-00142 to 2023-00155

Page 1

Bank Code: ConexusGen - Conexus - General Town Account

Payment #	Vendor	Date	Amount
Computer Cheque			
65	Common, Reta	2023-09-13	262.50
66	Currie, Grant	2023-09-13	32.50
67	Kelln Solar	2023-09-13	9,662.55
68	Lumsden Duck Derby	2023-09-13	20,750.00
69	Lumsden Historical Society	2023-09-13	283.25
70	Lumsden Supermarket	2023-09-13	69.50
71	Rankin, Sandra	2023-09-13	200.00
72	ScotiaBank	2023-09-13	2,805.67
73	Knight Archer Insurance	2023-09-13	1,829.34
74	The Stripe Shop	2023-09-13	96.30
75	SUMA	2023-09-13	367.50
76	Albert Park Community Assoc	2023-09-13	2,527.18
77	Hewalo, Kim	2023-09-13	1,950.00
78	Mund, Ava	2023-09-13	1,049.75
Total for Computer Cheque:			41,886.04

EFT

280	Ashurst, Scott	2023-08-28	30.00
281	Buhay, Joshua	2023-08-28	30.00
282	Danyliw, Cory	2023-08-28	30.00
283	Robertson, Jake	2023-08-28	30.00
284	Strickland, Kelly	2023-08-28	30.00
285	Whitteron, Lance	2023-08-28	30.00
286	Robertson, Jake	2023-08-30	380.22
287	Whitteron, Lance	2023-08-30	179.68
288	Alsport Sales Ltd.	2023-09-13	70.03
289	ATS Traffic	2023-09-13	1,100.02
290	Bogdan, Randy	2023-09-13	2,712.25
291	Brenntag Canada Inc.	2023-09-13	601.21
292	Canoe	2023-09-13	3,204.59
293	Capital Ford Lincoln Inc.	2023-09-13	69.53
294	Cleartech Industries Inc.	2023-09-13	1,761.88
295	Coleman, Rocky	2023-09-13	128.24
296	Exner, Chris. F	2023-09-13	76.74
297	Fort Garry Industries Ltd	2023-09-13	25,058.25
298	GFL Green For Life	2023-09-13	136.68
299	Graham's Tire Service Ltd.	2023-09-13	433.41
300	Hach Sales & Service Canada Lt	2023-09-13	1,641.59
301	Lees, Maya	2023-09-13	90.00
302	Linde Canada Inc.	2023-09-13	208.00
303	Last Mountain Railway	2023-09-13	592.00
304	Matheson, Bryan	2023-09-13	98.68
305	MuniSoft	2023-09-13	30.00
306	North Shore Septic Inc	2023-09-13	150.00
307	Professional Building Inspecti	2023-09-13	5,953.50
308	Saskatchewan Health Authority	2023-09-13	1,919.50
309	Southern Asphalt Services Ltd	2023-09-13	105,997.45
310	Security Resource Group Inc.	2023-09-13	2,329.67
311	Stantec	2023-09-13	1,809.99
312	Stockdales Electric Motor Corp	2023-09-13	482.91



**Town of Lumsden
Payment Register**

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Payment #	Vendor	Date	Amount
313	Suncorp Valuations Ltd	2023-09-13	1,434.43
314	Swish-Kemsol	2023-09-13	1,819.28
315	Toshiba Tec Canada Business Sol. In	2023-09-13	429.76
316	Weed Man	2023-09-13	63.71
317	WFR Wholesale Fire & Rescue	2023-09-13	493.97
318	Associated Environmental Consu	2023-09-13	16,031.25
319	LGA Support Services Inc.	2023-09-13	4,271.15
	Total for EFT:		181,939.57

Online Banking

--0035	MEPP	2023-08-31	10,427.20
--0036	SaskTel Mobility Cellular	2023-08-31	553.36
--0037	Receiver General (Acct #1)	2023-09-15	18,830.08
--0038	Receiver General (Acct #2)	2023-09-15	1,828.88
--0039	Home Depot, The	2023-09-08	402.97
--0040	Receiver General (Acct #3)	2023-09-08	254.22
--0041	SaskTel	2023-09-08	1,256.54
--0042	SaskTel - Acct 9711865-1	2023-09-08	469.77
	Total for Online Banking:		34,023.02
	Total for ConexusGen:		257,848.63



**Town of Lumsden
Payment Register**

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Bank Code: GENERAL - RBC -General Account

Payment #	Vendor	Date	Amount
Online Banking			
--0010	Royal Bank VISA - Krystal	2023-09-08	2,253.64
--0011	Royal Bank VISA - Merkosky	2023-09-08	2,359.64
--0012	Royal Bank Visa - Gerry	2023-09-08	945.00
--0013	Royal Bank Visa - Jeff	2023-09-08	1,422.44
Total for Online Banking:			<u>6,980.72</u>
Total for GENERAL:			<u><u>6,980.72</u></u>



**Town of Lumsden
Payment Register**

Report Date
2023-09-13 2:09 PM

Batch: 2023-00142 to 2023-00155

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Bank Code: RBC VISA - Royal Bank Visa Payable

Payment #	Vendor	Date	Amount
Credit Card			
--0038	Adobe Inc	2023-09-08	353.97
--0039	Badger Meter	2023-09-08	111.67
--0040	Canadian Tire #275	2023-09-08	77.65
--0041	Free Bird Cafe	2023-09-08	368.05
--0042	Home Depot, The	2023-09-08	250.92
--0043	Jane Doughs Bakehouse	2023-09-08	24.75
--0044	Knight Archer Insurance	2023-09-08	1,439.64
--0045	Levitt-Safety Limited	2023-09-08	1,061.39
--0046	Lumsden Florist Etc	2023-09-08	83.25
--0047	Microsoft Corporation	2023-09-08	621.04
--0048	Operator Certification Board	2023-09-08	150.00
--0049	RBC Visa	2023-09-08	29.00
--0050	Real Canadian Wholesale #67	2023-09-08	276.29
--0051	Regina Fasteners & Tools Ltd.	2023-09-08	495.37
--0052	SWWA	2023-09-08	63.00
--0053	Staples - ONLINE	2023-09-08	46.61
--0054	Unique Nursery Home	2023-09-08	622.27
--0055	Western Canada Water	2023-09-08	882.00
--0056	Zoom Video Communications Inc	2023-09-08	23.85
Total for Credit Card:			<u>6,980.72</u>
Total for RBC VISA:			<u><u>6,980.72</u></u>

Payments Printed: 85



**Town of Lumsden
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Bank Code: RBC VISA - Royal Bank Visa Payable

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--0039	Badger Meter	2023-09-08	111.67
--0040	Canadian Tire #275	2023-09-08	77.65
--0041	Free Bird Cafe	2023-09-08	368.05
--0042	Home Depot, The	2023-09-08	250.92
--0043	Jane Doughs Bakehouse	2023-09-08	24.75
--0044	Knight Archer Insurance	2023-09-08	1,439.64
--0045	Levitt-Safety Limited	2023-09-08	1,061.39
--0046	Lumsden Florist Etc	2023-09-08	83.25
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Total for RBC VISA:			<u><u>6,980.72</u></u>

Payments Printed: 85

