



Town of Lumsden
Meeting Minutes
Regular Council Meeting November 14, 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, November 14, 2023 at 6:30 pm.

Present:

Mayor: Bryan Matheson

Councillors: Verne Barber, Jenelle Brennan, Ashlee Longmoore (via Zoom), Rhonda Phillips, Byron Tumbach

Chief Administrative Officer: Monica M. Merkosky

Assistant Administrator: Krystal Strong (via Zoom, attended from 6:30pm -8:35pm)

Director of Finance: Ryan Haresign (via Zoom, attended from 6:30 pm - 6:42 pm)

Director of Planning and Development: Aimee Bryck (via Zoom, attended from 6:30 pm - 7:21 pm)

Public Works Superintendent: Jeff Carey (attended from 6:30 pm - 6:37 pm)

Absent:

Councillor: Jim Rawlings

"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."

Resolution No.
2023-471

Additions to Agenda

Moved by: Councillor Phillips

Seconded by: Councillor Barber

"That we agree to add the following item to the agenda under New Business and Accounts for Approval:

- 6.1 - Financial Reports - Solar Holdback."

CARRIED

Resolution No.
2023-472

Approval of Agenda

Moved by: Councillor Longmoore

Seconded by: Councillor Tumbach

"That we approve the agenda as amended."

CARRIED

Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

Resolution No.
2023-473

Public Works Reports

Moved by: Councillor Brennan

Seconded by: Councillor Barber

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

CARRIED

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

Accounts for Approval

Resolution No. November 14, 2023 - List of Accounts
2023-474 **Moved by:** Councillor Brennan
Seconded by: Councillor Barber

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

CARRIED

Financial Reports

Resolution No. Solar Holdback
2023-475 **Moved by:** Councillor Phillips
Seconded by: Councillor Longmoore

"That we agree to release the solar holdback payment to Graham Construction in the amount of \$83,056.39 including tax, subject to the recommendation of Stantec Engineering."

CARRIED

Director of Finance, Ryan Haresign, left for the remainder of the meeting at 6:42 pm.

Planning and Development Applications and Reports

Resolution No. Development Application No. 2023-033 - Discretionary Use - Shipping Containers
2023-476 - 70 Highway 20
Moved by: Councillor Brennan
Seconded by: Councillor Tumbach

"That we agree to table Development Application No. 2023-033 until our November 28, 2023 meeting and invite the applicant(s) to attend as a delegation."

CARRIED

Resolution No. Subdivision Approval for 'The Country' Phase 1A
2023-477 **Moved by:** Councillor Phillips
Seconded by: Councillor Tumbach

"That we accept the report pertaining to 'The Country' development informing that Phase 1A subdivision has been approved by the Community Planning Branch of the Ministry of Government Relations."

CARRIED

Adoption of Minutes

Resolution No. October 24, 2023 - Regular Council Meeting
2023-478 **Moved by:** Councillor Barber
Seconded by: Councillor Longmoore

"That the minutes of the October 24, 2023 - Regular Council Meeting be approved, as circulated."

CARRIED

Resolution No. October 26, 2023 - Group I Committee Meeting
2023-479 **Moved by:** Councillor Tumbach
Seconded by: Councillor Longmoore

"That the minutes of the October 26, 2023 - Group I Committee Meeting be approved, as circulated."

CARRIED

Resolution No. November 1, 2023 - Joint Administration Committee Meeting
2023-480 **Moved by:** Councillor Brennan
Seconded by: Councillor Barber

"That the minutes of the November 1, 2023 - Joint Administration Committee be approved, as circulated."

CARRIED

Committee Reports

Director of Planning and Development, Aimee Bryck left for the remainder of the meeting at 7:21 pm.

Joint Administration Committee



- Resolution No. 2023-481** **Fire Department - 5-Year Capital Plan**
Moved by: Councillor Brennan
Seconded by: Councillor Barber
- "That we agree with the recommendation of the Joint Administration Committee and approve the Fire Department's 5-Year Capital Plan as per Schedule "B"."
- CARRIED**
- Resolution No. 2023-482** **Human Resource Policy - Sick Leave Amendment**
Moved by: Councillor Barber
Seconded by: Councillor Tumbach
- "That we agree with the recommendation of the Joint Administration Committee and approve of an amendment to the Joint Administration Human Resource Policy by adding the following sentence to the 'Medical Certificate of Sick Leave' clause: *The Chief Administrative Officer has the authority to waive the medical certificate requirement in extenuating circumstances.*"
- CARRIED**
- Resolution No. 2023-483** **2024 Joint Administration - Cost of Living Adjustment**
Moved by: Councillor Brennan
Seconded by: Councillor Longmoore
- "That we agree with the recommendation of the Joint Administration Committee and increase the 2023 salary grids by 3.375% as it relates to the 2024 salary/wages for staff who fall under the Joint Administration umbrella."
- CARRIED**
- Resolution No. 2023-484** **2024 Joint Administration - Salary/Wage Steps**
Moved by: Councillor Barber
Seconded by: Councillor Phillips
- "That we agree with the recommendation of the Joint Administration Committee and approve the following employee steps for 2024:
- | | | |
|---------------------------------|--------|-----------------------------|
| Crystal Lovelace (Accounting 1) | Step 4 | Effective September 1, 2024 |
| Kristy Kurtz (Accounting 1) | Step 5 | Effective January 7, 2024 |
| Kristy Kurtz (Accounting 2) | Step 3 | Effective March 17, 2024." |
- CARRIED**
- Resolution No. 2023-485** **Lumsden Municipal Office Staffing Proposal**
Moved by: Councillor Phillips
Seconded by: Councillor Brennan
- "That we agree with the recommendation of the Joint Administration Committee and approve a joint administration staff restructuring that will create an Office Services Clerk - Accounts Receivable position and eliminate an Assistant Administrator Level I position."
- CARRIED**
- Resolution No. 2023-486** **Assistant Administrator**
Moved by: Councillor Barber
Seconded by: Councillor Longmoore
- "That we agree with the recommendation of the Joint Administration Committee and approve a position title change from 'Assistant Administrator' to 'Assistant Chief Administrative Officer'."
- CARRIED**
- Resolution No. 2023-487** **Joint Administration Committee Meeting Report**
Moved by: Councillor Brennan
Seconded by: Councillor Tumbach
- "That the Joint Administration Committee Report be accepted as presented verbally by Councillor Brennan."
- CARRIED**
- Resolution No. 2023-488** **Communications**
Moved by: Councillor Brennan
Seconded by: Councillor Longmoore
- "That the following communications and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:
- a. Mryglod Steel & Metals, Inc. - Proposal, Scrap Metal Revenue
 - b. Lumsden and District Heritage Home - Minutes, September 25, 2023
 - c. Lumsden and District Heritage Home - Thank you
 - d. Lumsden and District Heritage Home - November 2023 Newsletter
 - e. Southeast Regional Library - The Trustee Telegraph

- f. Southeast Regional Library - 2023-2028 Strategic Plan
- g. RCMP - October 2023 Newsletter
- h. RCMP - Community Policing Report, September 2023
- i. RCMP - Town assistance with SGI Grant
- j. STARS - Voluntary Levy Request."

CARRIED

Delegations

7:00 pm Delegation - Schmidt - Last Mountain Distillery

Meredith Schmidt was unable to attend the meeting.

Mayor and Councillor Forum

Resolution No. Meritorious Service Award
 2023-489 **Moved by:** Councillor Phillips
Seconded by: Councillor Brennan

"That we agree to nominate Mayor Bryan Matheson for the SUMA Meritorious Service Award."

CARRIED

Reports of Administration

Resolution No. Council Update
 2023-490 **Moved by:** Councillor Longmoore
Seconded by: Councillor Tumbach

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

CARRIED

Appointments

Resolution No. Professional Building Inspections, Inc. - Appointments
 2023-491 **Moved by:** Councillor Phillips
Seconded by: Councillor Barber

"That, in accordance with the service agreement with Professional Building Inspections, Inc., the Town of Lumsden hereby resolves to confirm Certificate of Appointment for the following Licensed Building Officials:

NAME	LICENSE HELD	LICENSE NO.
Douglas Mulhall	Class 3, Licensed Building Official, SK	BOL001
Virginia Shepley	Class 3, Licensed Building Official, SK	BOL517
Bobby Baker	R-Class 3, Licensed Building Official, SK	BOL552/701
Amanda Kaufmann	Class 2, Licensed Building Official, SK	BOL405
Joshua Nitz	R-Class 2, Licensed Building Official, SK	BOL785/804
Walter Schroeder	Class 1, Licensed Building Official, SK	BOL488
David Kindred	Class 1, Licensed Building Official, SK	BOL514
John Dulle	Class 1, Licensed Building Official, SK	BOL789."

CARRIED

Bylaws

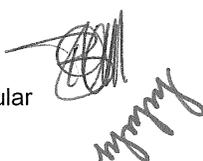
Resolution No. Bylaw No. 2023-18 - Noise
 2023-492 **Moved by:** Councillor Tumbach
Seconded by: Councillor Phillips

"That we table Bylaw No. 2023-18, to our November 28, 2023 meeting." **CARRIED**

Resolution No. Closed Session
 2023-493 **Moved by:** Councillor Longmoore
Seconded by: Councillor Brennan

"That we move into Closed Session at 8:23 pm for the purpose of discussing strategic planning as allowed pursuant to Section 120 of *The Municipalities Act*, with staff to be included in the session."

CARRIED



Assistant Administrator, Krystal Strong, left for the remainder of the meeting at 8:35 pm.

Rise from Closed Session

At 8:49 pm, Council left the Closed Session and returned to the open meeting.

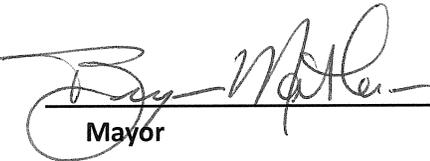
Resolution No.
2023-494

Adjournment

Moved by: Councillor Barber

"That we adjourn the meeting at 8:50 pm."

CARRIED



Mayor



Chief Administrative Officer

**Town of Lumsden
Payment Register**

November 14, 2023 Meeting

Bank Code: ConexusGen - Conexus - General Town Account

Payment #	Vendor	Date	Amount
Computer Cheque			
132	Arnold, Tammy	2023-11-15	653.46
133	Barker's Trophies Awards & Gif	2023-11-15	14.43
134	Chabot Garage Doors	2023-11-15	421.80
135	Darbellay, Ava	2023-11-15	52.00
136	Eecol Electric Corp	2023-11-15	1,098.31
137	Francotyp-Postalia Canada Inc.	2023-11-15	3,000.00
138	HVAC Sales (1997) Ltd.	2023-11-15	10,911.30
139	Lumsden Supermarket	2023-11-15	114.15
140	Merkosky, Monica-Petty Cash	2023-11-15	185.05
141	Sharpening Service	2023-11-15	150.91
142	Steadman, Andy	2023-11-15	6,471.88
143	SUMA	2023-11-15	160.00
144	Wolf, Colleen	2023-11-15	78.00
145	Zmetana, Jeff &/or Monika	2023-11-15	30.00
Total for Computer Cheque:			23,341.29
EFT			
420	Ashurst, Scott	2023-10-31	30.00
421	Buhay, Joshua	2023-10-31	30.00
422	Danyliw, Cory	2023-10-31	30.00
423	McElroy, Gina	2023-10-31	2,234.94
424	Robertson, Jake	2023-10-31	30.00
425	Strickland, Kelly	2023-10-31	30.00
426	Whitteron, Lance	2023-10-31	30.00
427	Town of Lumsden (RBC Transfer)	2023-11-07	25,000.00
428	Armtec Inc	2023-11-15	2,950.35
429	Associated Environmental	2023-11-15	15,982.03
430	Beaurivage, Germain	2023-11-15	66.58
431	Big Rock Trucking Ltd.	2023-11-15	9,605.07
432	Bobcat of Regina Ltd.	2023-11-15	1,719.76
433	Bogdan, Randy	2023-11-15	2,453.74
434	Canoe	2023-11-15	3,321.43
435	Cree Star Gifts	2023-11-15	1,681.81
436	Danyliw, Cory	2023-11-15	307.44
437	Fort Garry Industries Ltd	2023-11-15	15,366.62
438	GFL Green For Life	2023-11-15	1,263.01
439	Grainger Canada	2023-11-15	1,487.60
440	Graham's Tire Service Ltd.	2023-11-15	77.70
441	Iconix Waterworks LP	2023-11-15	2,277.67
442	Japp, Maryn	2023-11-15	26.00
443	Last Mountain Times Ltd	2023-11-15	183.37
444	Last Mountain Railway	2023-11-15	592.00
445	Loraas Disposal South Ltd.	2023-11-15	3,438.21
446	Marsollier Petroleum Ltd	2023-11-15	191.04
447	MuniSoft	2023-11-15	388.50
448	Professional Building Inspecti	2023-11-15	2,254.00
449	Saskatchewan Health Authority	2023-11-15	632.75
450	South Country Equipment Ltd	2023-11-15	999.92
451	Security Resource Group Inc.	2023-11-15	2,096.71
452	Stelter, Allison B	2023-11-15	39.00



**Town of Lumsden
Payment Register**

November 14, 2023 Meeting

Page 2

Payment #	Vendor	Date	Amount
453	Swish-Kemsol	2023-11-15	1,889.05
454	Toshiba Tec Canada Business Sol. In	2023-11-15	438.74
455	Trans-Care Rescue	2023-11-15	6,372.71
456	Valleyside Electric	2023-11-15	412.92
457	Westside Refrigeration Inc	2023-11-15	541.13
458	Wolseley Mechanical Group	2023-11-15	21,805.53
	Total for EFT:		<u>128,277.33</u>

Online Banking

--0066	Home Depot, The	2023-10-27	180.95
--0067	MEPP	2023-10-27	10,311.02
--0068	Receiver General (Acct #2)	2023-10-27	556.69
--0069	SaskTel	2023-11-03	1,256.88
--0070	SaskTel - Acct 9711865-1	2023-11-03	469.77
--0071	Receiver General (Acct #1)	2023-11-09	16,721.95
--0072	MEPP	2023-11-09	10,315.08
--0073	Minister of Finance -Education	2023-11-09	22,701.05
--0074	Receiver General (Acct #3)	2023-11-09	860.82
--0075	Receiver General (Acct #1)	2023-11-24	16,887.06
--0076	Receiver General (Acct #2)	2023-11-24	562.38

Total for Online Banking: 80,823.65

Total for ConexusGen: 232,442.27



Town of Lumsden
Payment Register
November 14, 2023 Meeting

Bank Code: GENERAL - RBC -General Account

Payment #	Vendor	Date	Amount
Online Banking			
--0019	Royal Bank VISA - Krystal	2023-11-03	1,747.99
--0020	Royal Bank VISA - Merkosky	2023-11-03	1,036.90
--0021	Royal Bank Visa - Gerry	2023-11-03	2,800.19
--0022	Royal Bank Visa - Jeff	2023-11-03	116.62
Total for Online Banking:			<u>5,701.70</u>
Total for GENERAL:			<u><u>5,701.70</u></u>

