



THE TOWN OF
L U M S D E N

Town of Lumsden

Meeting Minutes

Regular Council Meeting December 17, 2019 - 06:30 PM

Call to Order

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office on Tuesday, December 17, 2019 at 6:30 p.m., with Mayor Bryan Matheson presiding.

Present:

Mayor: Bryan Matheson
Councillors: Verne Barber, Jane Cogger, Rhonda Phillips, Byron Tumbach
Chief Administrative Officer: Monica M. Merkosky
Acting Assistant Administrator: Chris Lamontagne (Left at 9:17pm)
Superintendent: Jeff Carey (Left at 6:51pm)

Absent:

Councillors: Wes Holobetz, Dave Cameron

Resolution No.
2019-434

Approval of Agenda

Moved by: Councillor Cogger
Seconded by: Councillor Tumbach

"That we adopt the agenda as presented."

CARRIED

Declaration of Conflict of Interest

Mayor Bryan Matheson declared a conflict of interest with respect to a payment to his daughter's business, Fourth & James Bakery.

Resolution No.
2019-435

Public Works Report

Moved by: Councillor Barber
Seconded by: Councillor Tumbach

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

CARRIED

Accounts for Approval

Resolution No.
2019-436

List of Accounts - December 17, 2019

Moved by: Councillor Cogger
Seconded by: Councillor Phillips

"That the list of accounts attached as "Schedule A" hereto and forming a part of these minutes is hereby approved for payment by the Mayor and the Chief Administrative Officer."

CARRIED

Declaration of Conflict of Interest

Mayor Bryan Matheson declared a conflict of interest with respect to a payment to his daughter's business; Fourth and James Bakery. Mayor Matheson abstained from discussion and voting on the matter and left the Council Chambers at 6:52 pm. Deputy Mayor, Byron Tumbach, presided over the meeting.

Resolution No.
2019-437

List of Accounts - December 17, 2019

Moved by: Councillor Phillips
Seconded by: Councillor Cogger

"That the list of accounts attached as "Schedule B" hereto and forming a part of these minutes is hereby approved for payment by the Deputy Mayor and the Chief Administrative Officer."

CARRIED

Return to Chambers

At the conclusion of voting on the matter, Mayor Bryan Matheson returned to the Council Chambers at 6:53 pm

Planning and Development Applications and Reports

Bylaw No. 20-2019 - Public Hearing Date

"That we agree to hold a Public Hearing on February 6, 2020 at 6:30 PM at Centennial Hall, respecting Bylaw No. 20-2019."

Adoption of Minutes

Resolution No.
2019-438

November 26, 2019 - Regular Council Meeting

Moved by: Councillor Phillips
Seconded by: Councillor Tumbach

"That the minutes of the November 26, 2019 - Regular Council Meeting be approved, as circulated." **CARRIED**

Resolution No.
2019-439

December 5, 2019 - Group I Committee Meeting

Moved by: Councillor Tumbach
Seconded by: Councillor Cogger

"That the minutes of the December 5, 2019 - Group I Committee Meeting be approved, as circulated." **CARRIED**

Resolution No.
2019-440

December 5, 2019 - Group II Committee Meeting

Moved by: Councillor Barber
Seconded by: Councillor Phillips

"That the minutes of the December 5, 2019 - Group II Committee Meeting be approved, as circulated." **CARRIED**

Resolution No.
2019-441

December 9 - Joint Administration Committee Meeting

Moved by: Councillor Barber
Seconded by: Councillor Tumbach

"That the minutes of the December 9 - Joint Administration Committee Meeting be approved, as circulated." **CARRIED**

Committee Reports

Group I Committee Report and Recommendations

Resolution No.
2019-442

RiverPark Eavestrough

Moved by: Councillor Tumbach
Seconded by: Councillor Cogger

"That we agree with the recommendation of the Group I Committee to include the cost of eavestrough to be installed on RiverPark Centre in the 2020 Budget." **CARRIED**

Group II Committee Report and Recommendations

Resolution No.
2019-443

Snow Removal - Policies (Commercial, Private Residences, Sidewalks)

Moved by: Councillor Phillips
Seconded by: Councillor Cogger

"That we agree with the recommendation of the Group II Committee and authorize administration to send a letter to contractors instructing where snow can be piled adjacent to the Solid Waste Facility and to contact the Superintendent of Public Works if they have any questions or concerns." **CARRIED**

Resolution No.
2019-444

Speed Sign

Moved by: Councillor Phillips
Seconded by: Councillor Tumbach

"That we agree with the recommendation of the Group II Committee and include the cost of second solar speed sign in the 2020 Budget, at a cost of \$3,337.75." **CARRIED**

Resolution No.
2019-445

James Street River Crossing Main Line Looping Project

Moved by: Councillor Phillips
Seconded by: Councillor Barber

"That we agree with the recommendation of the Group II Committee and authorize a Request for Proposal be issued regarding a detailed design (including permits such as an

AHPP and a review by Fisheries and Oceans Canada) for James Street River Crossing Main Line Looping (bore line under river)." **CARRIED**

Resolution No.
2019-446

Solid Waste Facility
Moved by: Councillor Barber
Seconded by: Councillor Cogger

"That we agree with the recommendation of the Group II Committee and approve \$30,000 be moved to reserves in the event that the tires at the Solid Waste Facility are not removed in 2019." **CARRIED**

Joint Administration Committee Report and Recommendations

Resolution No.
2019-447

Fire Department Five-Year Capital List
Moved by: Councillor Phillips
Seconded by: Councillor Barber

"That we agree with the recommendation of the Joint Administration Committee and approve the Joint Fire Department Five-Year Capital Plan attached as "Schedule C"." **CARRIED**

Resolution No.
2019-448

Municipal Office Upgrade - Wireless Microphone System
Moved by: Councillor Barber
Seconded by: Councillor Cogger

"That we agree with the recommendation of the Joint Administration Committee and approve the purchase of a wireless microphone system, based on Administration's selection from two quotes ranging from \$4,949 - \$7,629, with costs to be shared equally between the municipalities." **CARRIED**

Resolution No.
2019-449

Municipal Office & Library Upgrades
Moved by: Councillor Tumbach
Seconded by: Councillor Phillips

"That we agree with the recommendation of the Joint Administration Committee and approve an additional \$1,000 for replacement of cabinetry in Council Chambers, and That we approve the Municipal Office 2020 Improvements Budget for a total of \$16,700 (100%), and That the Library improvements be approved in the amount of \$8,400 (100%)." **CARRIED**

Resolution No.
2019-450

2020 Salary/Wage Considerations - Joint Administration Staff CPI
Moved by: Councillor Cogger
Seconded by: Councillor Barber

"That we agree with the recommendation of the Joint Administration Committee and approve that the Consumer Price Index (CPI) rates used in determining annual cost-of-living adjustments be changed from the period October-October to the period of September-September commencing in Fall 2020 for 2021 wage considerations." **CARRIED**

Resolution No.
2019-451

Director of Planning and Development - Cell Phone
Moved by: Councillor Cogger
Seconded by: Councillor Barber

"That we agree with the recommendation of the Joint Administration Committee and approve reimbursement of the monthly cell phone bill for the Director of Planning and Development, effective January 1, 2020." **CARRIED**

Resolution No.
2019-452

Municipal Office - Security System
Moved by: Councillor Tumbach
Seconded by: Councillor Cogger

"That we agree with the recommendation of the Joint Administration Committee and approve the purchase of a Security System for the Municipal Office with an installation cost of \$1,046.48 (100%) plus \$51.89 per month for monitoring services." **CARRIED**

Resolution No.
2019-453

2020 Salary/Wage Increase - Joint Administration Staff
Moved by: Councillor Barber
Seconded by: Councillor Phillips

"That we agree with the recommendation of the Joint Administration Committee and approve an increase to the 2019 salary grids of 1.8% as it relates to the 2020 salary/wages for staff who fall under the Joint Administration umbrella; and, that we recommend each Council approve the following Joint Administration employee 2020 salary steps:



Krystal Strong	Assistant Administrator	Step 11 (max.)	
Ryan Haresign	Director of Finance	Step 10 to Step 11 (max.)	Effective Sep 1, 2020
Luke Grazier	Director of Planning and Development	Step 7 to Step 8	Effective Aug 1, 2020
Kaylee Grainger	Office Services Clerk (Recp)	Step 4 to Step 5	Effective Feb 1, 2020
Kelly Clay	Office Services Clerk (Recp)	Step 7 to Step 8	Effective Jan 1, 2020
Alyssa Riemer	Office Services Clerk (Comm)	Step 7 to Step 8	Effective Feb 1, 2020
Chris Lamontagne	Office Services Clerk (Acct)	Step 10 to Step 11 (max.)	Effective Oct 1, 2020
Marla Lillejord	Office Services Clerk (Acct)	Step 11 (max.)	CARRIED

Public Hearings

Resolution No.
2019-454

Public Hearing - Bylaw No. 20-2019

Moved by: Councillor Tumbach
Seconded by: Councillor Phillips

"That we agree to set Thursday, February 6, 2020 at 6:30pm in Centennial Hall as the date and location for the Public Hearing for Bylaw 20-2019."
CARRIED

Resolution No.
2019-455

Communications

Moved by: Councillor Cogger
Seconded by: Councillor Tumbach

"That the following communications and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:
a. Town of Lumsden - Speed Sign Data and Analysis - 2019
b. Lumsden and District Lions Club - Summary of the Previous 5 Years
c. SUMA - Long-Time Service Award Nominations closed October 2, 2019
d. SUMA - Group Benefits Program - Rates - January 1, 2020
e. Lumsden and District Heritage Home - Regular Board Meeting - October 28, 2019
f. Ministry of Government Relations - Notice of Decision - Blk A, Plan 75R43504 - NW-28-19-21-2
g. Saskatchewan Public Safety Agency - Update - November 18, 2019
h. Southeast Regional Library - Semi-Annual Meeting - October 26, 2019
i. Saskatchewan Health Authority - Updates - November 26, 2019
j. Miscellaneous."
CARRIED

Reports of Administration

Resolution No.
2019-456

Council Update

Moved by: Councillor Barber
Seconded by: Councillor Tumbach

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

Resolution No.
2019-457

Group I and Group II Committee - Meeting Dates

Moved by: Councillor Tumbach
Seconded by: Councillor Barber

"That we agree to set the following dates in 2020 for Group I Committee Meetings to be held at 4:00 pm and Group II Committee Meetings to be held at 10:00 am:
• March 5
• June 1
• September 2
• December 3."
CARRIED

Resolution No.
2019-458

Challenge Funding Agreement Regarding Solar Power for New Infrastructure

Moved by: Councillor Phillips
Seconded by: Councillor Barber

"That we appoint CAO Monica Merkosky as our representative for the ongoing administration of the Challenge Funding Agreement regarding Solar Power for New Infrastructure."
CARRIED

Resolution No.
2019-459

SUMA - 2020 Membership Fee

Moved by: Councillor Cogger
Seconded by: Councillor Phillips

"That we agree to purchase a 2020 Saskatchewan Urban Municipalities Association (SUMA) membership, at a cost of \$2,314.58."
CARRIED

Resolution No.
2019-460

Federation of Canadian Municipalities - 2020 Membership Fee

Moved by: Councillor Barber
Seconded by: Councillor Phillips

"That we agree to renew the 2020-2021 membership with the Federation of Canadian Municipalities (FCM) in the amount of \$574.84 including the voluntary contribution toward the Outstanding Advocacy Fund."

CARRIED

Bylaws

Resolution No.
2019-461

Bylaw No. 20-2019 - A Bylaw to Amend the Zoning Bylaw – Rescind

Moved by: Councillor Phillips

Seconded by: Councillor Cogger

"That we agree to rescind 1st reading of Bylaw No. 20-2019."

CARRIED

Resolution No.
2019-462

Bylaw No. 20-2019 - A Bylaw to Amend the Zoning Bylaw - First Reading

Moved by: Councillor Phillips

Seconded by: Councillor Cogger

A recorded vote was requested:

"That Bylaw No. 20-2019, being a bylaw to amend the Zoning Bylaw, be read a first time."

In Favour	Rhonda Phillips, Jane Cogger, Verne Barber, Bryan Matheson
Opposed	Byron Tumbach
Absent	Wes Holobetz, Dave Cameron

CARRIED

Resolution No.
2019-463

Closed Session - Legal and Employee-Related Matters

Moved by: Councillor Tumbach

Seconded by: Councillor Phillips

"That we agree to move into Closed Session at 9:18 pm for the purpose of discussing legal and employee related matters as allowed pursuant to Section 120 of *The Municipalities Act*, with staff to be included for the legal discussions."

CARRIED

Resolution No.
2019-464

Rise from Closed Session

Moved by: Councillor Cogger

Seconded by: Councillor Phillips

"That we agree to rise from the Closed Session and return to the open meeting at 10:23."

CARRIED

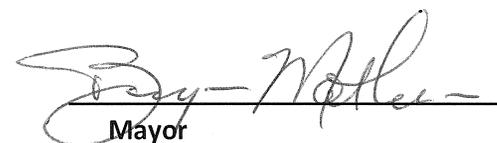
Resolution No.
2019-465

Adjournment

Moved by: Councillor Cogger

"That we adjourn the meeting at 10:47."

CARRIED



Mayor



Chief Administrative Officer