



THE TOWN OF  
L U M S D E N

**Town of Lumsden**  
**Meeting Minutes**  
**Regular Council Meeting April 6, 2021 - 6:30 PM**

**Call to Order**

The Lumsden Town Council convened their Regular Meeting via Electronic means (Zoom) on Tuesday, April 6, 2021 at 6:31 p.m., with Mayor Bryan Matheson presiding.

**Present:**

Mayor: Bryan Matheson  
Councillors: Verne Barber, Jenelle Brennan, Ashlee Longmoore, Rhonda Phillips, Jim Rawlings, Byron Tumbach  
Chief Administrative Officer: Monica M. Merkosky  
Assistant Administrator: Krystal Strong  
Director of Finance: Ryan Haresign  
Director of Planning and Development: Aimee Bryck  
Public Works Superintendent: Jeff Carey

**Resolution No.**  
2021-117

**Approval of Agenda**

**Moved by:** Councillor Brennan  
**Seconded by:** Councillor Rawlings

"That we adopt the agenda as presented."

**CARRIED**

**Declaration of Conflict of Interest**

Councillor Jenelle Brennan declared a conflict of interest with respect to the Additional List of Accounts, for payment to her spouse's business, Brennan-Fisher Construction.

**Public Works Reports**

**Resolution No.**  
2021-118

**Accept Public Works Report**

**Moved by:** Councillor Rawlings  
**Seconded by:** Councillor Barber

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

**CARRIED**

**Superintendent Jeff Carey left the meeting at 6:51 pm.**

**Financial Reports**

**Resolution No.**  
2021-119

**List of Accounts**

**Moved by:** Councillor Tumbach  
**Seconded by:** Councillor Barber

"That the list of accounts attached hereto as Schedule 'A' is approved for payment." **CARRIED**

**Conflict Declared**

Councillor Jenelle Brennan declared a conflict of interest with respect to the Additional List of Accounts. Councillor Brennan abstained from discussion and voting on the matter and left the meeting at 6:52 pm.

**Resolution No.**  
2021-120

**Additional List of Accounts**

**Moved by:** Councillor Phillips  
**Seconded by:** Councillor Longmoore

"That the additional list of accounts attached as Schedule 'B' and forming a part of these minutes is hereby approved."

**CARRIED**

**Conflict - Return to Meeting**

At the conclusion of voting on the matter, Councillor Brennan returned to the meeting at 6:53 pm.

**Planning and Development Applications and Reports**

**Resolution No. Iron Bridge Brewery, Letter of Support for Liquor License Request**

2021-121

**Moved by:** Councillor Phillips

**Seconded by:** Councillor Barber

"That we support the liquor license application of Iron Bridge Brewery to Sask Liquor and Gaming Authority (SLGA)."

**CARRIED**

**Resolution No. Municipal Boulevard Lease Agreement, Lumsden Valley Pizza Inc.**

2021-122

**Moved by:** Councillor Tumbach

**Seconded by:** Councillor Rawlings

"That we agree to enter into a Lease Agreement with Lumsden Valley Pizza Inc. to accommodate an outdoor patio situated on a municipally owned boulevard, subject to:

1. A term of operation from April 15, 2021 to October 30, 2021;
2. A payment of \$228.00, representing the cost of the installation and removal of the required barriers by the Town of Lumsden Public Works Department; and
3. The provision of garbage and recycling receptacles."

**CARRIED**

**Adoption of Minutes**

**Resolution No. March 23, 2021 - Regular Council Meeting**

2021-123

**Moved by:** Councillor Phillips

**Seconded by:** Councillor Rawlings

"That the minutes of the March 23, 2021 regular council meeting be approved, as circulated."

**CARRIED**

**Resolution No. March 25, 2021 - Employee Committee Meeting**

2021-124

**Moved by:** Councillor Barber

**Seconded by:** Councillor Tumbach

"That the minutes of the March 25, 2021 Employee Committee Meeting be approved, as circulated."

**CARRIED**

**Delegations**

**7:00 pm - James Fick & Pat Parrot, Sask Power - Electric Vehicle Charging**

**Resolution No. Utilities Lead - Proposed Job Description Amendment**

2021-125

**Moved by:** Councillor Brennan

**Seconded by:** Councillor Tumbach

"That we implement the Employee Committee's recommendation and convert the title of "Utilities Lead" to "Utilities Manager", and;

That we approve the amended job description attached to these minutes as Schedule 'C'."

**CARRIED**

**Resolution No. Staffing of Utilities Department**

2021-126

**Moved by:** Councillor Phillips

**Seconded by:** Councillor Rawlings

"That we implement the Employee Committee's recommendation and authorize Administration to advertise for a full-time, permanent employee in the Utilities Department."

**CARRIED**

**Resolution No. Utilities Manager - Salary Grid**

2021-127

**Moved by:** Councillor Tumbach

**Seconded by:** Councillor Rawlings

"That we implement the Employee Committee's recommendation and accept the salary grid for the newly-created position of 'Utilities Manager', attached to these minutes as Schedule 'D'."

**CARRIED**

**Resolution No. Temporary Receptionist**

2021-128

**Moved by:** Councillor Brennan

**Seconded by:** Councillor Rawlings

"That we implement the Employee Committee's recommendation and advertise for a full-time, temporary (approximately 15 months), Office Services Clerk - Reception."

**CARRIED**

**Resolution No.** **Swim Instructor - Salary Grid**  
2021-129 **Moved by:** Councillor Rawlings  
**Seconded by:** Councillor Tumbach

"That we implement the Employee Committee's recommendation and accept the newly-created Swim Instructor Salary Grid, attached to these minutes as Schedule 'E'." **CARRIED**

**Resolution No.** **Temporary Assistant Administrator**  
2021-130 **Moved by:** Councillor Phillips  
**Seconded by:** Councillor Rawlings

"That we implement the Employee Committee's recommendation and advertise for a full-time, temporary, Assistant Administrator." **CARRIED**

**Resolution No.** **Communications**  
2021-131 **Moved by:** Councillor Rawlings  
**Seconded by:** Councillor Brennan

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

- a. Lumsden & District Heritage Home - April 2021 Newsletter
- b. Lumsden & District Heritage Home - Minutes of February 22, 2021 Meeting
- c. Walker Projects Consulting Engineers - Services Available
- d. Miscellaneous."

**CARRIED**

**Reports of Administration**

**Resolution No.** **Council Update**  
2021-132 **Moved by:** Councillor Longmoore  
**Seconded by:** Councillor Rawlings

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

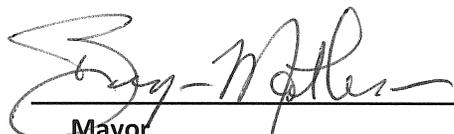
**New Business**

**Resolution No.** **Watermain Looping - KGS Group Scope Change**  
2021-133 **Moved by:** Councillor Barber  
**Seconded by:** Councillor Phillips

"That we approve KGS Group Scope Change number 5 for the Town of Lumsden's Water Distribution System Upgrade, in the amount of \$20,000 for design services for the James Street crossing." **CARRIED**

**Resolution No.** **Adjournment**  
2021-134 **Moved by:** Councillor Brennan

"That we adjourn the meeting at 9:17 pm." **CARRIED**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer