

## Town of Lumsden

### Meeting Minutes

Regular Council Meeting in Council Chambers and via Zoom September 6, 2022 - 6:30 PM

#### Call to Order

The Lumsden Town Council convened their Regular Meeting in Council Chambers and via Zoom on Tuesday, September 6, 2022 at 6:30 p.m.

#### **Present:**

Mayor: Bryan Matheson

Councillors: Verne Barber, Jenelle Brennan, Ashlee Longmoore, Rhonda Phillips, Jim Rawlings (Zoom, Left at 8:06 p.m.), Byron Tumbach

Chief Administrative Officer: Monica M. Merkosky

Assistant Administrator: Jacqueline Chouinard (Zoom, Left at 9:13 p.m.)

Director of Finance: Ryan Haresign (Zoom, Left at 6:54 p.m.)

Director of Planning and Development: Aimee Bryck (Zoom, Left at 7:17 p.m.)

Public Works Superintendent: Jeff Carey (Left at 6:41 p.m.)

#### **Absent:**

None

Resolution No.  
2022-357

#### **Additions to Agenda (subject to majority vote of council)**

**Moved by:** Councillor Longmoore

**Seconded by:** Councillor Phillips

"That we add the following items to the agenda:

- Communications: RM of Lumsden - Heritage Home

- Financial Reports: Centennial Hall Roof - Change Order."

**CARRIED**

Resolution No.  
2022-358

#### **Approval of Agenda**

**Moved by:** Councillor Barber

**Seconded by:** Councillor Brennan

"That we adopt the agenda as amended."

**CARRIED**

#### **Declaration of Conflict of Interest**

There were no Declarations of Conflict of Interest.

Resolution No.  
2022-359

#### **Public Works Reports**

**Moved by:** Councillor Tumbach

**Seconded by:** Councillor Longmoore

"That we accept the Public Works Report as presented verbally by the Superintendent."

**CARRIED**

**Public Works Superintendent Jeff Carey left at 6:41 p.m. for the remainder of the meeting.**

#### **Financial Reports**

Resolution No.  
2022-360

#### **Bank Reconciliation - July 31, 2022**

**Moved by:** Councillor Rawlings

**Seconded by:** Councillor Phillips

"That we accept the Bank Reconciliation for the period ending July 31, 2022, as presented."

**CARRIED**

**Resolution No.**                      **Financial Statement - July 31, 2022**  
2022-361                              **Moved by:** Councillor Phillips  
   **Seconded by:** Councillor Brennan

"That we accept the Financial Statement for the period ending July 31, 2022, as presented." **CARRIED**

**Resolution No.**                      **Centennial Hall Roof - Change Order**  
2022-362                              **Moved by:** Councillor Rawlings  
   **Seconded by:** Councillor Brennan

"That we approve Change Order #1 (\$19,510.26 plus tax) from CCR Construction related to the Lumsden Centennial Hall Roof Repair Project." **CARRIED**

**Account for Approval**

**Resolution No.**                      **List of Accounts - September 6, 2022**  
2022-363                              **Moved by:** Councillor Tumbach  
   **Seconded by:** Councillor Barber

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

**Director of Finance Ryan Haresign left at 6:54 p.m. for the remainder of the meeting.**

**Planning and Development Applications and Reports**

**Resolution No.**                      **Development Application #2022-026 - Discretionary Use**  
2022-364                              **Moved by:** Councillor Barber  
   **Seconded by:** Councillor Tumbach

"That Council recommend approval of the proposed large accessory building on the land legally described as Lot 3, Block C, Plan 102187335 Ext 0, subject to the following:1. The property shall be developed in accordance with the site plan provided to the Town of Lumsden with the application.  
2. All utilities shall be contacted to ensure they are not affected prior to development. Applications planning to excavate, or dig are required to contact Sask 1st Call for line locates.  
3. The large accessory building shall not be commercial or industrial in appearance.  
4. The large accessory building shall have an appearance similar to the form, materials, and features of the primary building.  
5. The applicant must obtain an approved building permit from the Town of Lumsden, in accordance with the Building Bylaw, prior to commencing construction. The applicant is responsible for all costs associated with the building permit process." **CARRIED**

**Resolution No.**                      **Planning and Development Report**  
2022-365                              **Moved by:** Councillor Phillips  
   **Seconded by:** Councillor Longmoore

"That we accept the Planning and Development Report as presented by Director of Planning and Development Aimee Bryck." **CARRIED**

**Director of Planning and Development Aimee Bryck left the meeting at 7:17 p.m. for the remainder of the meeting.**

**Adoption of Minutes**

**Resolution No.**                      **August 16, 2022 - Regular Council Meeting**  
2022-366                              **Moved by:** Councillor Longmoore  
   **Seconded by:** Councillor Tumbach

"That the minutes of the August 16, 2022 - Regular Council Meeting be approved, as circulated." **CARRIED**

**Resolution No.**                      **August 23, 2022 - Joint Administration Committee**  
2022-367                              **Moved by:** Councillor Barber  
   **Seconded by:** Councillor Rawlings

"That the minutes of the August 23, 2022 - Joint Administration Committee Meeting be approved, as circulated." **CARRIED**



## Committee Reports

- Resolution No.**  
2022-368
- Closed Session**  
**Moved by:** Councillor Tumbach  
**Seconded by:** Councillor Barber
- "That we move into Closed Session at 7:18 p.m. for the purpose of discussing strategic planning and employee-related matters as allowed pursuant to Section 120 of *The Municipalities Act*, with staff to be included in the session." **CARRIED**
- Rise from Closed Session**
- At 7:50 p.m. Council left the Closed Session and returned to the open meeting.
- Resolution No.**  
2022-369
- Banking Services**  
**Moved by:** Councillor Tumbach  
**Seconded by:** Councillor Brennan
- "That we agree with the recommendation of the Joint Administration Committee that as a result of RBC closing its Lumsden branch, we transfer the Town of Lumsden's banking requirements to Conexus, Lumsden Branch." **CARRIED**
- Resolution No.**  
2022-370
- Cost of Living Calculation**  
**Moved by:** Councillor Rawlings  
**Seconded by:** Councillor Phillips
- "That we agree with the recommendation of the Joint Administration Committee that the 'Consumer Price Index (year over year) for Canada' be removed from the annual calculation of cost of living adjustments (COLA) for staff wages and Council remuneration; this will result in the COLA being based on the Consumer Price Index (year over year) for only Regina and Saskatchewan; this calculation method will relate to expenses incurred on and after January 1, 2023." **CARRIED**
- Resolution No.**  
2022-371
- Assistant Administrator**  
**Moved by:** Councillor Barber  
**Seconded by:** Councillor Longmoore
- "That we agree with the recommendation of the Joint Administration Committee that the Assistant Administrator's salary grid be amended by creating 'Level One' and 'Level Two' positions as per Schedule "B"." **CARRIED**
- Resolution No.**  
2022-372
- Flexible Work Location Arrangement / Modified Work Hours**  
**Moved by:** Councillor Longmoore  
**Seconded by:** Councillor Tumbach
- "That we table the Joint Administration Committee's recommendation regarding flexible work location arrangements, as well as modified work hours for staff." **CARRIED**
- Resolution No.**  
2022-373
- Joint Administration Committee Report**  
**Moved by:** Councillor Phillips  
**Seconded by:** Councillor Brennan
- "That we accept the Joint Administration Committee Report as presented by Councillor Barber." **CARRIED**
- Resolution No.**  
2022-374
- Communications**  
**Moved by:** Councillor Tumbach  
**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. Lumsden RCMP Detachment - July, 2022 Community Policing Report
  - b. Saskatchewan Parks and Recreation Assoc. - 2022 Board of Director's Election
  - c. Eco - Concrete Levelling and Spray Foam Insulation Information
  - d. RM of Lumsden - Heritage Home
- Miscellaneous." **CARRIED**
- Reports of Administration**
- Resolution No.**  
2022-375
- Council Update**  
**Moved by:** Councillor Rawlings  
**Seconded by:** Councillor Longmoore
- "That the report of the Chief Administrative Officer be accepted as presented." **CARRIED**



Councillor Jim Rawlings left at 8:06 p.m. for the remainder of the meeting.

**New Business**

**Resolution No.**  
2022-376

**SUMA Fall Virtual Workshop with George Cuff**

**Moved by:** Councillor Tumbach

**Seconded by:** Councillor Longmoore

"That we authorize any interested Council members to attend the SUMA Fall Virtual Workshop with George Cuff at a cost of \$65 per person."

**CARRIED**

**Resolution No.**  
2022-377

**Lumsden & District Fire Department - Special Occasion Permit/Road Closure Request**

**Moved by:** Councillor Barber

**Seconded by:** Councillor Phillips

"That we approve the request of the Lumsden and District Fire Department and authorize the issuance of a Special Occasion Liquor Permit to the Fire Department for a food booth/beer gardens in conjunction with the Scarecrow Festival on September 24, 2022 from 1:30 pm to 4:30 pm on the south side of the Lumsden Municipal Office, and further that we approve the use of this municipal property and to temporarily close a portion of Third Avenue between James Street North to the alley on the west side of the Municipal Office for the food booth/beer gardens on the aforementioned date and time."

**CARRIED**

**Resolution No.**  
2022-378

**Scarecrow Festival Street Market - Temporary Road Closure Request**

**Moved by:** Councillor Tumbach

**Seconded by:** Councillor Brennan

"That we temporarily close a portion of James Street North between Fourth Avenue and Second Avenue, as well as a portion of Third Avenue between James Street North to the alley on the west side of the Lumsden Municipal Office, for the purpose of holding a street market in conjunction with the Scarecrow Festival on September 24, 2022 from noon to 4:30 p.m."

**CARRIED**

**Resolution No.**  
2022-379

**Nugent Studio Restoration Project Committee - Request Letter of Support**

**Moved by:** Councillor Tumbach

**Seconded by:** Councillor Longmoore

"That the Town of Lumsden supports the Nugent Studio Restoration Project Committee's application for a provincial grant (Heritage Built) specific to the John Nugent Studio."

**CARRIED**

**Resolution No.**  
2022-380

**Saskatchewan Waste Reduction Council Fall Workshop**

**Moved by:** Councillor Phillips

**Seconded by:** Councillor Barber

"That we authorize three members of staff or Council to attend the Saskatchewan Waste Reduction Council Fall Workshop on October 6, 2022 in Moose Jaw with expenses to be reimbursed by the municipality."

**CARRIED**

**Resolution No.**  
2022-381

**Natural Infrastructure Fund - Drainage Plan Funding**

**Moved by:** Councillor Longmoore

**Seconded by:** Councillor Phillips

"That we enter into a Professional Services Agreement with Associated Environmental to assist and submit the Town of Lumsden's application to the Natural Infrastructure Fund (Drainage Plan Funding) at a cost of \$3,300 plus applicable taxes."

**CARRIED**

**Bylaws**

**Resolution No.**  
2022-382

**Bylaw No. 2022-12 - 1st Reading**

**Moved by:** Councillor Tumbach

**Seconded by:** Councillor Barber

"That Bylaw No. 2022-12, being a bylaw to amend Bylaw No. 15-2002, known as the Zoning Bylaw, be read a first time."

**CARRIED**

Assistant Administrator Jacqueline Chouinard left at 9:13 p.m., for the remainder of the meeting.

**Resolution No.**  
2022-383

**Closed Session**

**Moved by:** Councillor Phillips

**Seconded by:** Councillor Brennan

"That we move into Closed Session at 9:13 p.m. for the purpose of discussing legal matters as allowed pursuant to Section 120 of *The Municipalities Act*, with staff to be included in the session."

**CARRIED**

**Rise from Closed Session**

At 9:27 p.m., Council left the Closed Session and returned to the open meeting.

**Resolution No.**  
2022-384

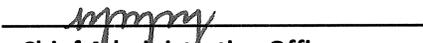
**Adjournment**

**Moved by:** Councillor Phillips

"That we adjourn the meeting at 9:27 p.m."

**CARRIED**

  
\_\_\_\_\_  
Mayor

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