



Town of Lumsden
Meeting Minutes
Regular Council Meeting October 24, 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, October 24, 2023 at 6:30 pm.

Present:

Mayor: Bryan Matheson
Councillors: Verne Barber, Jenelle Brennan, Ashlee Longmoore (arrived at 6:32 pm via Zoom), Rhonda Phillips, Jim Rawlings (via Zoom), Byron Tumbach
Chief Administrative Officer: Monica M. Merkosky
Assistant Administrator: Krystal Strong (via Zoom)
Director of Finance: Ryan Haresign (via Zoom, attended from 6:30 pm - 7:41 pm)
Director of Planning and Development: Aimee Bryck (via Zoom, attended from 6:30 pm - 7:23 pm)
Public Works Superintendent: Jeff Carey (attended from 6:30 pm - 6:37 pm)

"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.
2023-452

Approval of Agenda

Moved by: Councillor Brennan
Seconded by: Councillor Phillips

"That we approve the agenda as presented."

CARRIED

Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

Resolution No.
2023-453

Public Works Reports

Moved by: Councillor Tumbach
Seconded by: Councillor Barber

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

CARRIED

Superintendent Jeff Carey, left for the remainder of the meeting at 6:37 pm

Financial Reports

Resolution No.
2023-454

Bank Reconciliation - September 30, 2023

Moved by: Councillor Rawlings
Seconded by: Councillor Longmoore

"That we accept the Bank Reconciliation for the period ending September 30, 2023, as presented."

CARRIED

Resolution No. **Financial Statement - September 30, 2023**
2023-455 **Moved by:** Councillor Barber
 Seconded by: Councillor Tumbach

"That we accept the Financial Statement for the period ending September 30, 2023, as presented." **CARRIED**

Accounts for Approval

Resolution No. **List of Accounts - October 24, 2023**
2023-456 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Brennan

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

Planning and Development Applications and Reports

Resolution No. **Development Application No. 2023-030 - Discretionary Use - Residential**
2023-457 **Homestay - 395 Ross Street**
 Moved by: Councillor Rawlings
 Seconded by: Councillor Phillips

"That we approve Development Permit #2023-030 for a residential homestay on the lands legally described as Lot 15, Block B, Plan 34192 Ext 0, subject to the following:

1. The development shall comply with all applicable standards and regulations in the Town of Lumsden Zoning Bylaw No. 15-2002.
2. Prior to the construction of any internal renovations which may affect load bearing walls and/or structural elements of the building, a Building Permit shall be submitted to and approved by the Town of Lumsden.
3. Prior to any additional development not included in this permit or an increase in intensity of the use, additional discretionary use approval must first be obtained from the Town of Lumsden."

CARRIED

Director of Planning and Development, Aimee Bryck left for the remainder of the meeting at 7:23 pm.

Adoption of Minutes

Resolution No. **October 10, 2023 - Regular Council Meeting**
2023-458 **Moved by:** Councillor Phillips
 Seconded by: Councillor Tumbach

"That the minutes of the October 10, 2023 - Regular Council Meeting be approved, as circulated." **CARRIED**

Resolution No. **October 17, 2023 - Group II Committee Meeting**
2023-459 **Moved by:** Councillor Brennan
 Seconded by: Councillor Phillips

"That the minutes of the October 17, 2023 - Group II Committee Meeting be approved, as circulated." **CARRIED**

Committee Reports

Resolution No. **Asphalt Replacement - Crimson Place Intersection**
2023-460 **Moved by:** Councillor Phillips
 Seconded by: Councillor Longmoore

"That we accept the recommendation of the Group II Committee to approve a 2024 expenditure to rebuild base and replace asphalt at the intersection of Rosewood Drive and Crimson Place; and further that this work be funded by the Linear Assets Reserve." **CARRIED**

Resolution No. **Utility Reserve and Capital Schedule**
2023-461 **Moved by:** Councillor Phillips
 Seconded by: Councillor Brennan

"That we accept the recommendation of the Group II Committee to approve the Utility Reserve / Capital Schedule as per Schedule "B"."

CARRIED

Resolution No. 2023-462 **2024 Utility Rates**
Moved by: Councillor Brennan
Seconded by: Councillor Tumbach

"That we accept the recommendation of the Group II Committee to approve the 2024 Utility Department Operating Budget which proposes no increase to utility rates and projects a surplus in the amount of \$17,360."

CARRIED

Resolution No. 2023-463 **Group II Committee Report**
Moved by: Councillor Brennan
Seconded by: Councillor Rawlings

"That the Group II Committee Report be accepted as presented verbally by Councillor Brennan."

CARRIED

Director of Finance, Ryan Haresign, left for the remainder of the meeting at 7:41 pm.

Resolution No. 2023-464 **Communications**
Moved by: Councillor Longmoore
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. Berard - 2nd Ave Walkway, Thank you
- b. STARS - Happy Thanksgiving
- c. Duck Derby - Thank you
- d. Multicultural Council of Saskatchewan - Proclamation Request, Multicultural Week."

CARRIED

Reports of Administration

Resolution No. 2023-465 **Council Update**
Moved by: Councillor Longmoore
Seconded by: Councillor Brennan

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

CARRIED

Unfinished Business

Resolution No. 2023-466 **Christmas Party**
Moved by: Councillor Tumbach
Seconded by: Councillor Phillips

"That we agree to host a Christmas Party for Council and Staff on Friday, November 24, 2023 in Centennial Hall."

CARRIED

New Business

Resolution No. 2023-467 **Tax Enforcement - Proceed to Acquire Titles**
Moved by: Councillor Barber
Seconded by: Councillor Rawlings

"That we proceed under the *Tax Enforcement Act* to acquire title for the following described lands:

Roll No.	Legal Land Description	Title No.
103	Block 14, Plan C1510, Ext 16	130524825
436	Lot 4, Block B, Plan 34192, Ext 0	141374134
436	Lot 36, Block B, Plan 101221726, Ext 15	141374279
465	Lot 31, Block B, Plan 34192, Ext 0	149439437
871	Lot 10, Block B, Plan101953661, Ext 0	153077733."

CARRIED



Bylaws

Resolution No. **Bylaw 2023-17 - Debenture Transition Management - Second Reading**
2023-468 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Brennan

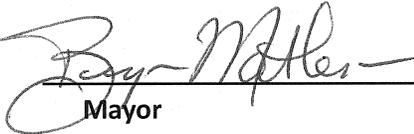
"That Bylaw No. 2023-17, being the Debenture Transition Management Bylaw, be read a second time." **CARRIED**

Resolution No. **Bylaw 2023-17 - Debenture Transition Management - Third Reading**
2023-469 **Moved by:** Councillor Rawlings
 Seconded by: Councillor Longmoore

"That Bylaw No. 2023-17, being the Debenture Transition Management Bylaw, be read a third time, adopted, signed, and sealed." **CARRIED**

Resolution No. **Adjournment**
2023-470 **Moved by:** Councillor Phillips

"That we adjourn the meeting at 8:36 pm." **CARRIED**



Mayor



Chief Administrative Officer

BYLAW NO. 2023-17

**A BYLAW OF THE TOWN OF LUMSDEN IN THE PROVINCE OF SASKATCHEWAN
TO PROVIDE FOR TRANSITIONING NEGOTIABLE DEBENTURE
TO NON-NEGOTIABLE DEBENTURE.**

WHEREAS the Town of Lumsden has issued a debenture in the amount of \$1,185,488 dated September 1, 2020.

WHEREAS it is necessary to mitigate risks associated with the custody of negotiable debentures, address administrative concerns regarding coupon processing, and enhance banking convenience for municipalities.

NOW, THEREFORE, the Council of the Town of Lumsden in the province of Saskatchewan hereby enacts as follows:

1. THE cancellation of the negotiable debenture and reissue of the debenture in the non-negotiable form.
2. THE new non-negotiable debenture shall be sealed with the seal of the Town of Lumsden and shall be signed by the Mayor and Administrator.
3. **THIS BYLAW** shall come into force and take effect on the date of approval being issued by the Saskatchewan Municipal Board, Local Government Committee.

Read a first time this 10th day of October, 2023.

Read a second time this 24th day of October, 2023.

Read a third time this 24th day of October, 2023.



Mayor

Chief Administrative Officer



APPROVAL OF BYLAW TO CANCEL NEGOTIABLE DEBENTURE

23-320

That the Committee approve the Town of Lumsden to cancel the negotiable debenture in the amount of \$1,185,488 dated September 1, 2020 and reissue the debenture to non-negotiable as set out in Bylaw No. 2023-17 adopted October 24, 2023.

DATED: NOVEMBER 8, 2023

**SASKATCHEWAN MUNICIPAL BOARD
LOCAL GOVERNMENT COMMITTEE**

Per 
Chad Boyko, Chair



Room 480 • 2151 Scarth Street • Regina, SK S4P 2H8
Phone: 306-787-6221 Fax: 306-787-1610

November 8, 2023

Local Government Committee

Monica Merkosky
Administrator
Town of Lumsden
Box 160
LUMSDEN SK S0G 3C0

Dear Monica Merkosky:

Enclosed is formal approval of Bylaw No. 2023-17.

Also enclosed is reissued Debenture No. 1 in the amount of \$1,185,488.00. Please complete the debenture as follows:

- Administrator and Mayor sign the debenture face in the place provided;
- Place Town seal in the space marked **CORPORATE SEAL**; and
- Send to Saskatchewan Municipal Board (SMB) for sign and seal by SMB Chair.

Once reissued Debenture No. 1 is signed and sealed by SMB it will be delivered to the Municipal Financing Corporation.

Yours truly,

A handwritten signature in cursive script that reads 'Malina Dai'.

Malina Dai
Financial Analyst

Enclosure

**Town of Lumsden
Payment Register**

Schedule A

Report Date
2023-10-25 12:42 PM

Batch: 2023-00171 to 2023-00176

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Bank Code: ConexusGen - Conexus - General Town Account

Payment #	Vendor	Date	Amount
Computer Cheque			
116	Barker's Trophies Awards & Gif	2023-10-25	368.52
117	Bompais, Rick	2023-10-25	302.00
118	Central Mechanical Ltd	2023-10-25	901.75
119	Evan's Collision Centre Ltd.	2023-10-25	502.63
120	Last Mountain Concrete Product	2023-10-25	7,014.45
121	Lumsden Dew Drop In	2023-10-25	2,000.00
122	Lumsden & Dist. Heritage Home	2023-10-25	1,000.00
123	Lumsden Fire Department	2023-10-25	360.00
124	Lumsden Historical Society	2023-10-25	2,000.00
125	Lumsden Supermarket	2023-10-25	207.40
126	Morrow's Marine and More	2023-10-25	44.40
127	National Crane Services Inc.	2023-10-25	668.08
128	NAYAX Canada Inc	2023-10-25	20.90
129	RC Strategies Inc.	2023-10-25	648.90
130	Knight Archer Insurance	2023-10-25	1,283.26
131	Tonka Hydrovac	2023-10-25	1,803.75
Total for Computer Cheque:			19,126.04

EFT

389	McElroy, Gina	2023-10-20	1,339.91
390	Alfa Laval Inc.	2023-10-25	439.80
391	ALS Canada Ltd	2023-10-25	1,661.52
392	Anderson, Heather	2023-10-25	332.00
393	Armtec Inc	2023-10-25	63.39
394	ASL Paving Ltd	2023-10-25	126.54
395	Associated Environmental Consu	2023-10-25	37,810.99
396	Associated Fire Safety	2023-10-25	377.40
397	ATS Traffic	2023-10-25	761.36
398	Beaurivage, Germain	2023-10-25	44.38
399	Blue Imp	2023-10-25	2,609.61
400	Bobcat of Regina Ltd.	2023-10-25	606.01
401	Canoe	2023-10-25	4,788.22
402	Cleartech Industries Inc.	2023-10-25	1,291.96
403	Coleman, Rocky	2023-10-25	88.88
404	GFL Green For Life	2023-10-25	256.83
405	Graham's Tire Service Ltd.	2023-10-25	266.10
406	Hach Sales & Service Canada Lt	2023-10-25	1,087.80
407	Last Mountain Times Ltd	2023-10-25	211.72
408	Last Mountain Railway	2023-10-25	592.00
409	MacLean Keith	2023-10-25	1,110.00
410	Northern Tree Company Inc	2023-10-25	3,052.80
411	RCAP Leasing	2023-10-25	985.68
412	Saskatchewan Health Authority	2023-10-25	92.00
413	Saskatchewan Public Safety Ag	2023-10-25	832.50
414	Security Resource Group Inc.	2023-10-25	2,407.33
415	Success Office Systems	2023-10-25	514.14
416	Swish-Kemsol	2023-10-25	277.64
417	Thiele, Tim a/o Colleen	2023-10-25	1,319.94
418	Vallen Canada Inc.	2023-10-25	1,891.89
419	Valleyside Electric	2023-10-25	708.18

**Town of Lumsden
Payment Register**

Report Date
2023-10-25 12:42 PM

Batch: 2023-00171 to 2023-00176

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Payment #	Vendor	Date	Amount
		Total for EFT:	<u>67,948.52</u>
Online Banking			
--0057	MEPP	2023-10-13	10,412.22
--0058	SaskEnergy	2023-10-13	2,271.46
--0059	SaskTel	2023-10-13	1,256.35
--0060	SaskTel - Acct 9711865-1	2023-10-13	469.77
--0061	SUMA - Group Ins Premiums	2023-10-20	9,362.59
--0062	SaskPower Consol.	2023-10-20	12,596.74
--0063	SaskTel Mobility Cellular	2023-10-20	563.46
--0064	Receiver General (Acct #1)	2023-10-25	18,106.31
--0065	Receiver General (Acct #2)	2023-10-25	562.38
		Total for Online Banking:	<u>55,601.28</u>
		Total for ConexusGen:	<u>142,675.84</u>

Payments Printed: 56



Town of Lumsden - Water and Sewer Reserve - Projections following Group II Meeting on October 17, 2023

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
3290-010-0000-1 Group 2										
1 Reserve Opening Balance on January 1:	2,505,332	1,760,450	899,230	586,490	104,065	364,136	232,703	208,539	146,980	426,389
2 Subsidy Operating Budget from Prior Year Surplus	-	91,634.94								
3 Purchases										
4 Sewer Projects										
5 WWTP - Tsf From Reserve to Finish WWTP (Incl CO 67) our share	- 730,125		- 100,289							
6 Rosewood lift Station - Engineering										
7 Contribution to Solar Project	- 330,430	- 127,880								
8 WWTP Shut-down every 5 years (two SBR's = two shutdowns 2026 & 2027)						- 20,000	- 20,000			
9 New Sludge Mixing pump							- 13,000			
10 Sewer Line Camera				- 5,000						
11 Waste Water Treatment Plant Emergency Planning Binder				- 10,000						
12 Water Projects										
13 Hydrant & Valve Replacement	- 42,207	- 48,742	- 80,000	- 85,000	- 40,000	- 48,501				
14 Replace Valve on Prospect Cres (new Dec 21)			- 45,000							
15 WTP Reservoir Exp & Filter Addition - Concept Design	- 12,500									
16 WTP Reservoir Exp & Filter Addition - Preliminary Design	- 33,975	- 4,425								
17 WTP Reservoir Exp & Filter Addition - Detailed Design and Tender Package (include DV pumping, filtration and storage; but not potable waterline)				- 250,000						
18 Construct Well #6 - Beckie - Review wells #4 & 5, Applications, Pre-Design, Amended WRT Lic.				- 37,778						
19 Well #4 Rehab				- 25,000						
20 - Beckie - Mob, Work on 10 Piezometers, Construct Well #6					- 340,006					
21 WTP Reservoir Exp & Filter Addition - Construction - Phase 1 (3rd filter, reservoir expansion)							- 4,134,000			
22 WTP Reservoir Exp & Filter Addition - Construction - Phase 2 (4th filter & control building)										
23 Deer Valley Water Supply Line (TBD)										
24 Well #5 Rehab										
25 James Street River Crossing & Main Looping	- 22,948	- 569,626	- 32,651							
26 Water Meter Conversion	- 28,115	- 5,232	- 75,000	- 75,000	- 46,364	- 69,768				
27 Turbidty Sensors (includes install and start up) & Flow Meter Replacements (WTP Rehab)		- 48,001								
28 WTP Expansion - ICIP Grant Consultation		- 5,450								
29 WTP - New Pressure Tank			- 15,000							
30 Vehicle Replacement (these prices are for basic gas F150's)*										
31 Unit #14 2020 F150										- 81,706
32 Unit 16 - 2014 F150 (replace with F150 Electric if possible, pricing is based on electric, net of trade)				- 60,796						
33 Unit 17 - 2018 F150 (2028)								- 74,110		
34 Loan and Repayment										
35 Estimated WWTP Loan \$5,600,000 (over 20 Years)	- 369,030	- 367,636	- 368,457	- 370,000	- 370,000	- 370,000	- 370,000	- 370,000	- 370,000	- 370,000
36 Loan to fund Well #6 and WTP Detailed Design (627,784 @5% over 20 years)					627,784					
37 Payback of Well #6 loan (\$53,821 X 20 years)						- 53,821	- 53,821	- 53,821	- 53,821	- 53,821
38 WTP Reservoir & Filter Loan - See Line 17 (~ 25 years)							4,134,000			
39 Payback of WTP Reservoir and Filter Loan								- 292,245	- 292,245	- 292,245
40 Transfer to Reserve:										
41 Sewer Infrastructure Fees	381,511	395,331	394,876	398,000	400,000	402,000	404,000	406,000	408,000	410,000
42 Potential Future Water Infrastructure Fees										
43 Potential ICIP grant for WTP Expansion and Filter Addition Project (amount borrowed would be reduced)										
44 Servicing Fees (52% Share to Utility Reserve)	25,571	1,976	unknown							
45 2021 CCBF (gas tax) top up	109,531									
46 Pay Back from Solar Utility for WWTP and Main lift Station (\$148,577) Expected to be paid off by 2028	1,055	10,100	8,657	18,657	18,657	18,657	18,657	18,657	18,657	16,823
47 Surplus			<i>est</i>	<i>est</i>	<i>est</i>	<i>est</i>	<i>est</i>	<i>est</i>	<i>est</i>	<i>est</i>
48 Current Year W/S Operating Surplus (Transfer to Reserve)	306,779	-	124	19,492	10,000	10,000	10,000	10,000	10,000	10,000
49 Reserve Balance December 31:	1,760,450	899,230.25	586,490	104,065	364,136	232,703	208,539	146,980	426,389	787,338
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030

