



THE TOWN OF  
**L U M S D E N**

**Town of Lumsden**

**Meeting Minutes**

**Regular Council Meeting November 13, 2018 - 6:30 pm**

**Call to Order**

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office on Tuesday, November 13, 2018, at 6:30 p.m., with Mayor Bryan Matheson presiding.

**Present:**

Mayor: Bryan Matheson

Councillors: Verne Barber, Dave Cameron, Jane Cogger, Rhonda Phillips, Byron Tumbach

Chief Administrative Officer: Monica M. Merkosky

Finance Officer: Greg Brkich (arrived at 7:00 pm)

**Absent:**

Councillor: Wes Holobetz

**Resolution No.**  
2018-380

**Additions to Agenda**

**Moved by:** Councillor Cogger

**Seconded by:** Councillor Cameron

"That we agree to add the following item to the agenda under Minutes:  
- Joint Administration Committee Meeting - October 18, 2018."

**CARRIED**

**Resolution No.**  
2018-381

**Approval of Agenda**

**Moved by:** Councillor Cameron

**Seconded by:** Councillor Cogger

"That we adopt the agenda as amended."

**CARRIED**

**Financial Reports**

**Resolution No.**  
2018-382

**2017 Annual Waterworks Information**

**Moved by:** Councillor Phillips

**Seconded by:** Councillor Cogger

"That the 2017 Annual Waterworks Information report be accepted as presented."

**CARRIED**

**Resolution No.**  
2018-383

**Draft Financial Statement - December 31, 2017**

**Moved by:** Councillor Phillips

**Seconded by:** Councillor Tumbach

"That we accept the Draft 2017 Audited Financial Statements."

**CARRIED**

**Resolution No.**  
2018-384

**Financial Statement - Period Ending September 30, 2018**

**Moved by:** Councillor Barber

**Seconded by:** Councillor Tumbach

"That we accept the Financial Statement for the period ending September 30, 2018, as presented."

**CARRIED**

**Resolution No.**  
2018-385

**Accounts for Approval**

**Moved by:** Councillor Cogger

**Seconded by:** Councillor Cameron

"That the list of accounts attached hereto and forming a part of these minutes and totalling \$253,814.21 is hereby approved for payment by the Mayor and the Chief Administrative Officer."

**CARRIED**

**Adoption of Minutes**

**Resolution No.**            **October 23, 2018 - Regular Council Meeting**  
2018-386                    **Moved by:** Councillor Barber  
                                  **Seconded by:** Councillor Phillips  
  
"That the minutes of the October 23, 2018 regular meeting be approved, as circulated."  
**CARRIED**

**Resolution No.**            **Joint Administration Committee Meeting - October 18, 2018**  
2018-387                    **Moved by:** Councillor Tumbach  
                                  **Seconded by:** Councillor Cogger  
  
"That the minutes of the October 18, 2018 Joint Administration Committee be approved, as circulated."  
**CARRIED**

**Committee Reports**

**Resolution No.**            **K. Strong - Maternity Leave Request**  
2018-388                    **Moved by:** Councillor Cogger  
                                  **Seconded by:** Councillor Tumbach  
  
"That we agree with the recommendation of the Joint Administration Committee and grant a two week maternity leave allowance to Krystal Strong, as per Section 5.23 of the Human Resources Policy Manual, at her regular rate of pay, as requested; and That we share the cost with the RM of Lumsden No. 189."  
**CARRIED**

**Resolution No.**            **2018 Staffing Proposal**  
2018-389                    **Moved by:** Councillor Tumbach  
                                  **Seconded by:** Councillor Cameron  
  
"That we agree with the recommendation of the Joint Administration Committee and agree to reorganize the Office Services Clerks' pay structure by separating one, all-encompassing, pay grid into three (3) categories (Reception, Communications, Accounting), as attached to and forming part of these minutes, effective November 1, 2018."  
**CARRIED**

**Resolution No.**            **Kelly Clay - Temporary Accounting Clerk**  
2018-390                    **Moved by:** Councillor Cogger  
                                  **Seconded by:** Councillor Phillips  
  
"That we agree with the recommendation of the Joint Administration Committee and temporarily move Kelly Clay from Office Services Clerk (Reception) to the same step level on the Office Services Clerk (Accounting) salary grid, during the maternity leave of Krystal Strong, Assistant Administrator."  
**CARRIED**

**Resolution No.**            **Chris Lamontagne - Acting Assistant Administrator**  
2018-391                    **Moved by:** Councillor Phillips  
                                  **Seconded by:** Councillor Barber  
  
"That we agree with the recommendation of the Joint Administration Committee and temporarily move Chris Lamontagne from Office Services Clerk (Accounting) Step 8, to Acting Assistant Administrator, at a wage of \$30.00 per hour during the maternity leave of Krystal Strong, Assistant Administrator."  
**CARRIED**

**Resolution No.**            **Community Planner Position Job Title**  
2018-392                    **Moved by:** Councillor Cameron  
                                  **Seconded by:** Councillor Tumbach  
  
"That we agree with the recommendation of the Joint Administration Committee and change the job title from Community Planner to Director of Planning and Development, as requested by Luke Grazier."  
**CARRIED**

**Resolution No.**            **Monica Merkosky - CAO Probationary Period**  
2018-393                    **Moved by:** Councillor Phillips  
                                  **Seconded by:** Councillor Barber  
  
"That we agree with the recommendation of the Joint Administration Committee and acknowledge the successful completion of the one year probationary period for Monica Merkosky, CAO and move her to Permanent, Full-Time status."  
**CARRIED**



**Resolution No.**  
2018-394

**Communications**

**Moved by:** Councillor Phillips  
**Seconded by:** Councillor Cameron

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

- a. Fire Underwriters Survey - Town of Lumsden
- b. Service Canada - Employment Insurance Premium Rate
- c. Saskatchewan Government and General Employees' Union - Retail Liquor Permits
- d. SaskTel - Faster Internet in Lumsden
- e. SUMA & SARM - Municipal Management Essentials Workshops
- f. Lumsden & District Heritage Home Inc. - Minutes of Sept. 24, 2018 Meeting
- g. Klippenstine Family - Thank you
- h. Miscellaneous."

**CARRIED**

**Reports of Administration**

**Council Update**

**Resolution No.**  
2018-395

**Accept Administrators Report**

**Moved by:** Councillor Cameron  
**Seconded by:** Councillor Cogger

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

**New Business**

**Resolution No.**  
2018-396

**Procurement Matters - Seminar - November 7, 2018 - Registration**

**Moved by:** Councillor Cogger  
**Seconded by:** Councillor Tumbach

"That we retroactively authorize Monica Merkosky and Greg Brkich to attend the Procurement Matters Seminar November 7, 2018 in Regina, at a cost of \$375.00 each, with expenses to be reimbursed by the Town and shared with the RM of Lumsden."

**CARRIED**

**Resolution No.**  
2018-397

**Joint Council and Staff Christmas Party - December 14, 2018**

**Moved by:** Councillor Cameron  
**Seconded by:** Councillor Phillips

"That we agree to have a joint Christmas Party for Council & Staff with the RM of Lumsden on Friday, December 14, 2018"

**CARRIED**

**Resolution No.**  
2018-398

**Annual SUMA Convention 2019**

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

"That we authorize any interested Council members and Department heads to attend the 2019 SUMA Convention February 3-6, 2019 in Saskatoon; and that we appoint Mayor Matheson and Councillor Phillips as voting delegates."

**CARRIED**

**Resolution No.**  
2018-399

**SUMA Convention 2019 - President's Banquet**

**Moved by:** Councillor Cameron  
**Seconded by:** Councillor Phillips

"That we agree to purchase 6 tickets for the 2019 SUMA Convention President's Banquet on Tuesday February 5, 2019."

**CARRIED**

**Resolution No.**  
2018-400

**Joint Council Supper Meeting**

**Moved by:** Councillor Phillips  
**Seconded by:** Councillor Tumbach

"That we agree to set the date, time and place for the Joint Council Supper meeting as Thursday, January 17, 2019 at 6:30 pm at the Riverpark Centre, with the Town of Lumsden hosting a catered supper meeting for both Councils, Chief Administrative Officer, Assistant Administrator, Department Heads and MLA, MP and Ministry dignitaries."

**CARRIED**



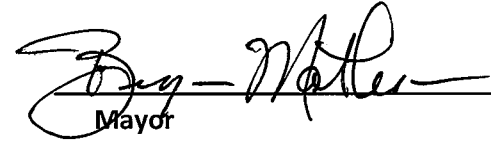
**Closed Session**

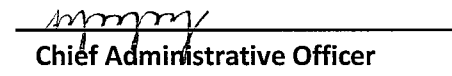
**Resolution No.**  
2018-401

**Adjournment**  
**Moved by:** Councillor Cameron

"That we adjourn the meeting at 8:55 pm."

**CARRIED**

  
\_\_\_\_\_  
Mayor

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