



THE TOWN OF  
L U M S D E N

**Town of Lumsden**

**Meeting Minutes**

**Regular Council Meeting March 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, March 13, 2018 at 6:30 p.m., with Mayor Bryan Matheson presiding.

**Present:**

Mayor: Bryan Matheson

Councillors: Verne Barber, Dave Cameron, Jane Cogger, Wes Holobetz, Byron Tumbach

Chief Administrative Officer: Monica M. Merkosky

Assistant Administrator: Krystal Strong

Utilities Foreman: Dave Cherney (Left at 6:39 pm)

Sheena Carrick (6:39 pm to 7:04 pm)

**Absent:**

Councillor: Rhonda Phillips

**Resolution No.**  
2018-089

**Approval of Agenda**

**Moved by:** Councillor Barber

**Seconded by:** Councillor Cameron

"That we adopt the agenda as presented."

**CARRIED**

**Public Works Reports**

**Resolution No.**  
2018-090

**Accept Utilities & Public Works Report**

**Moved by:** Councillor Holobetz

**Seconded by:** Councillor Tumbach

"That the Utilities & Public Works report be accepted as presented."

**CARRIED**

**Resolution No.**  
2018-091

**Beckie Hydrogeologists Ltd. - 2017 Sewage Lagoon Monitor Well Sampling Project**

**Moved by:** Councillor Holobetz

**Seconded by:** Councillor Barber

"That we accept the 2017 Sewage Lagoon Monitor Well report as prepared by Beckie Hydrogeologists Ltd."

**CARRIED**

**Financial Reports**

**2018 Proposed Budget**

Sheena Carrick, prior Finance Officer with the Town of Lumsden, presented the proposed 2018 Town of Lumsden Budget and 5 Year Capital Plan.

**Resolution No.**  
2018-092

**2018 Budget and 5 Year Capital Plan**

**Moved by:** Councillor Tumbach

**Seconded by:** Councillor Holobetz

"That we agree with administration's recommendation for a 4% increase to the mill rate and adopt the 2018 budget and 5 Year Capital Plan as presented."

**CARRIED**

**Planning and Development Applications and Reports**

**Resolution No.**  
2018-093

**Community Planner Report - March 13, 2018**

**Moved by:** Councillor Cameron

**Seconded by:** Councillor Cogger

"That Community Planner, Luke Grazier's report be accepted as presented."

**CARRIED**

- Resolution No.**                    **Public Hearing - Bylaw 02-2018 - Bylaw to Amend the Zoning Bylaw**  
 2018-094                               **Moved by:** Councillor Tumbach  
    **Seconded by:** Councillor Holobetz
- "That we agree to set April 10, 2018 at 7:30pm as the date and time for the Public Hearing regarding Bylaw No. 02-2018, being a bylaw to amend the Zoning Bylaw."                    **CARRIED**
- Resolution No.**                    **Public Hearing - Bylaw 03-2018 - Bylaw to Amend the Official Community Plan**  
 2018-095                               **Moved by:** Councillor Cameron  
    **Seconded by:** Councillor Barber
- "That we agree to set April 10, 2018 at 8:00 pm as the date and time for the Public Hearing regarding Bylaw No. 03-2018, being a bylaw to amend the Official Community Plan Bylaw."                    **CARRIED**
- Accounts for Approval**
- Resolution No.**                    **Approval of Accounts**  
 2018-096                               **Moved by:** Councillor Cogger  
    **Seconded by:** Councillor Tumbach
- "That the list of accounts attached hereto and forming a part of these minutes and totaling \$194,664.25 is hereby approved for payment by the Mayor and the Chief Administrative Officer."                    **CARRIED**
- Adoption of Minutes**
- Resolution No.**                    **February 26, 2018 - Group II Committee Meeting**  
 2018-097                               **Moved by:** Councillor Barber  
    **Seconded by:** Councillor Cameron
- "That the minutes of the February 26, 2018 Group II Committee Meeting be approved, as circulated."                    **CARRIED**
- Resolution No.**                    **February 27, 2018 - Regular Meeting**  
 2018-098                               **Moved by:** Councillor Cogger  
    **Seconded by:** Councillor Holobetz
- "That the minutes of the February 27, 2018 regular meeting be approved, as circulated."                    **CARRIED**
- Resolution No.**                    **March 6, 2018 - Joint Administration Committee Meeting**  
 2018-099                               **Moved by:** Councillor Holobetz  
    **Seconded by:** Councillor Tumbach
- "That the minutes of the March 6, 2018 Joint Administration Committee Meeting be approved, as circulated."                    **CARRIED**
- Committee Reports**
- Resolution No.**                    **Columbarium Fees**  
 2018-100                               **Moved by:** Councillor Barber  
    **Seconded by:** Councillor Holobetz
- "That we agree with the recommendation of the Group II Committee and establish the following fees for the Columbarium:
- Niche \$1,000.00  
 Memorial Wall Plaque \$300.00  
 Niche Open/Close Weekends/Holidays \$200.00."                    **CARRIED**
- Resolution No.**                    **Assistance for Completion of Annual Budgets**  
 2018-101                               **Moved by:** Councillor Holobetz  
    **Seconded by:** Councillor Tumbach
- "That we agree with the recommendation of the Joint Administration Committee and authorize the Chief Administrative Officer to contract a company to assist with the completion of the annual municipal budget and year-end tasks, if required."                    **CARRIED**

- Resolution No.**                    **Review of Organizational Structure - Joint Administration**  
2018-102                                **Moved by:** Councillor Holobetz  
   **Seconded by:** Councillor Cogger
- "That we agree with the recommendation of the Joint Administration Committee and require the Chief Administrative Officer (CAO) to provide organizational job descriptions and salary grids for Council to review." **CARRIED**
- Resolution No.**                    **Group I Committee Meeting - Postponed**  
2018-103                                **Moved by:** Councillor Holobetz  
   **Seconded by:** Councillor Cameron
- "That we agree to postpone the Group I Committee Meeting scheduled for March 15, 2018, until a new date is established." **CARRIED**
- Resolution No.**                    **Communications**  
2018-104                                **Moved by:** Councillor Tumbach  
   **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) SGI Auto Fund Division - Business Recognition Assessment  
b) Direct Collect Inc. - Collections, Bailiff, Process Services  
c) Lumsden & District Heritage Home, Inc. - Minutes of January 29, 2018 Meeting  
d) Walker Projects - Thank you for attending SUMA Hospitality Night  
e) Town of Regina Beach - Appointment of L. Niedzielski to District Board of Revision  
f) Save Last Mtn/Qu'Appelle Lakes Inc. - Donation Request  
g) Sask Waste Reduction Council - Compost Matters Workshop  
h) Miscellaneous." **CARRIED**
- Reports of Administration**
- Resolution No.**                    **Amendment - Human Resource Policy Manual**  
2018-105                                **Moved by:** Councillor Cameron  
   **Seconded by:** Councillor Barber
- "That we agree to amend Section 14 Group Benefits Plan of the Human Resource Policy Manual by adding the following items to the list of insurance that we participate in through the SUMA Group Benefits Plan:
- | <u>Insurance Type</u> | <u>Employer Portion</u> | <u>Employee Portion</u> |
|-----------------------|-------------------------|-------------------------|
| Vision                | 100%                    | 0%                      |
| Optional AD&D         | 0%                      | 100%."                  |
- CARRIED**
- Resolution No.**                    **Amend Resolution #2017-109 - Landfill Renaming**  
2018-106                                **Moved by:** Councillor Holobetz  
   **Seconded by:** Councillor Cameron
- "That we correct a numbering error related to resolution #2017-109 "Landfill Renaming - Lumsden Solid Waste Facility", by renumbering the resolution to #2017-109A." **CARRIED**
- Resolution No.**                    **Accept Administrator's Report**  
2018-107                                **Moved by:** Councillor Cogger  
   **Seconded by:** Councillor Tumbach
- "That the report of the Chief Administrative Officer be accepted as presented." **CARRIED**
- Appointments**
- Resolution No.**                    **Assessor Appointment**  
2018-108                                **Moved by:** Councillor Cameron  
   **Seconded by:** Councillor Cogger
- "That we agree to appoint Chief Administrative Officer, Monica Merkosky, as the municipality's Assessor, effective immediately." **CARRIED**
- New Business**
- Resolution No.**                    **Community Planning & Building Workshop**  
2018-109                                **Moved by:** Councillor Cogger  
   **Seconded by:** Councillor Barber
- "That we authorize Community Planner, Luke Grazier, to attend a Community Planning and Building Workshop hosted by the Community Planning Branch of Government Relations in Melville, at a cost of \$75.00 with expenses to be reimbursed by the municipality." **CARRIED**

**Resolution No.**  
2018-110

**Adjournment**

**Moved by:** Councillor Holobetz

**Seconded by:** Councillor Barber

"That we adjourn the meeting at 8:26 pm."

**CARRIED**

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**Mayor**

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**Chief Administrative Officer**