



THE TOWN OF
L U M S D E N

Town of Lumsden
Meeting Minutes
Regular Council Meeting September 11, 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, September 11, 2018 at 6:30 p.m., with Mayor Bryan Matheson presiding.

Present:

Mayor: Bryan Matheson
Councillors: Verne Barber, Dave Cameron, Jane Cogger, Byron Tumbach
Chief Administrative Officer: Monica M. Merkosky
Assistant Administrator: Krystal Strong
Community Planner: Luke Grazier (Left at 8:05 pm)
Public Works Foreman: Jeff Carey (Left at 6:42 pm)

Absent:

Councillors: Rhonda Phillips, Wes Holobetz

Resolution No.
2018-295

Additions to Agenda

Moved by: Councillor Barber
Seconded by: Councillor Cameron

"That we agree to add the following item to the agenda under List of Accounts:
- Additional Accounts to be Approved, and;
That we agree to add the following item to the agenda under New Business:
.SUMA Central Regional Meeting."

CARRIED

Resolution No.
2018-296

Approval of Agenda

Moved by: Councillor Cogger
Seconded by: Councillor Cameron

"That we adopt the agenda as amended."

CARRIED

Declaration of Conflict of Interest

Mayor Bryan Matheson declared a conflict of interest with respect to a payment in the List of Accounts with his daughter's business, Fourth & James Bakery.

Public Works Reports

Resolution No.
2018-297

Accept Public Works Reports

Moved by: Councillor Tumbach
Seconded by: Councillor Barber

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

CARRIED

Financial Reports

Resolution No. **Bank Reconciliation and Monthly Financial Report - July 31, 2018**
2018-298 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Cogger

"That the Bank Reconciliation and Monthly Financial Report for the period ending July 31, 2018, be accepted as presented." **CARRIED**

Planning and Development Applications and Reports

Resolution No. **Canyon Creek Subdivision - Development Meeting - September 4, 2018**
2018-299 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Barber

"That we accept Community Planner, Luke Grazier's report, as presented." **CARRIED**

Accounts for Approval

Resolution No. **List of Accounts No.1**
2018-300 **Moved by:** Councillor Cameron
 Seconded by: Councillor Cogger

"That the list of accounts attached hereto and forming a part of these minutes and totaling \$375,722.58 is hereby approved for payment by the Mayor and the Chief Administrative Officer." **CARRIED**

Conflict Declared

Mayor Bryan Matheson declared a conflict of interest with respect to a payment to Fourth and James Bakery, his daughter's business. Mayor Matheson abstained from discussion and voting on the matter and left the Council Chambers at 8:07 pm.

Deputy Mayor Byron Tumbach Presiding

Resolution No. **List of Accounts No.2**
2018-301 **Moved by:** Councillor Cogger
 Seconded by: Councillor Cameron

"That the list of accounts attached hereto and forming a part of these minutes and totalling \$225.00 is hereby approved for payment by the Mayor and the Chief Administrative Officer." **CARRIED**

Conflict Declared returned to chambers

At the conclusion of voting on the matter, Mayor Bryan Matheson returned to the Council Chambers at 8:08 pm and presided over the meeting.

Resolution No. **List of Accounts - Additions**
2018-302 **Moved by:** Councillor Cogger
 Seconded by: Councillor Cameron

"That the list of accounts attached hereto and forming a part of these minutes and totalling \$240.00 is hereby approved for payment by the Mayor and the Chief Administrative Officer." **CARRIED**

Adoption of Minutes

Resolution No. **August 21, 2018 - Regular Minutes**
2018-303 **Moved by:** Councillor Barber
 Seconded by: Councillor Tumbach

"That the minutes of the August 21, 2018 meeting be approved, as circulated." **CARRIED**

Resolution No. **Communications**
2018-304 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Cogger

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

- a. Lumsden and District Heritage Home - Regular Board Meeting June 25, 2018
- b. Ministry of Government Relations - Change of Management
- c. SWRC - Fall Workshop
- d. SUMA - Municipal Management Essentials Workshops



e. SWWA - Conference Registration
f. Miscellaneous."

CARRIED

Reports of Administration

Resolution No.
2018-305

Level 1 Water and Wastewater Operator - Travis Cameron

Moved by: Councillor Barber
Seconded by: Councillor Cogger

"That we acknowledge the Chief Administrative Officer's hiring of Travis Cameron as a permanent, full-time Level 1 Water and Wastewater Operator, effective September 17, 2018, with a probationary period of (6) six months; and
That we approve a wage at Year 1 of the 2018 Public Works Salary Grid being \$46,477 annually (\$22.34/hour)".

CARRIED

Resolution No.
2018-306

RBC Visa Credit Card - Gerry Beaurivage

Moved by: Councillor Tumbach
Seconded by: Councillor Cameron

"That we authorize Administration to issue an RBC visa credit card with a limit of \$5,000 to Water and Wastewater Operator Gerry Beaurivage."

CARRIED

Resolution No.
2018-307

Finance Officer - Greg Brkich

Moved by: Councillor Barber
Seconded by: Councillor Cameron

"That, subject to the R.M. of Lumsden's approval, we make a conditional offer to Greg Brkich, prospective Finance Officer, as follows:

- Effective start date is September 17, 2018;
- The Finance Officer Salary Grid is hereby increased by 8% and he is offered \$92,371/year, which is Step 11 on the 11 Step Salary Grid;
- A maximum moving allowance of \$3,000 (receipts required) which must be used by September 17, 2021;
- There will be a one-year probationary period in accordance with the Human Resource (HR) Policy; and
- Upon successful completion of the probationary period, a one-time deposit of 3 weeks vacation will be credited to his accrued vacation bank (*ie. if candidate uses no vacation in the first year, on day 366 an additional 15 days will be added to his bank and the available balance will be 6 weeks*). The candidate will continue to accrue monthly in the second year of employment.

CARRIED

Resolution No.
2018-308

Council Update

Moved by: Councillor Tumbach
Seconded by: Councillor Cogger

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

New Business

Resolution No.
2018-309

SUMA Central Regional Meeting

Moved by: Councillor Barber
Seconded by: Councillor Cogger

"That we authorize any interested Council members and the CAO to attend the SUMA Central Regional Meeting in White Cap on October 1, 2018, with expenses to be reimbursed by the municipality."

CARRIED

Bylaws

Resolution No.
2018-310

Bylaw No. 08-2018 Appoint Bylaw Enforcement Officer - Third Reading

Moved by: Councillor Tumbach
Seconded by: Councillor Cogger

"That Bylaw No. 08-2018, being a bylaw to Appoint Bylaw Enforcement Officer be read a third time, adopted, signed, and sealed."

CARRIED

Resolution No.
2018-311

Bylaw No. 09-2018 Payment of Accounts - 1st Reading

Moved by: Councillor Barber
Seconded by: Councillor Cogger

"That Bylaw No. 09-2018, being a bylaw to provide for the payment of accounts, be read a first time." **CARRIED**

Closed Session

Resolution No.
2018-312

Closed Session

Moved by: Councillor Tumbach
Seconded by: Councillor Cameron

"That we agree to move into closed session at 8:50 pm for the purpose of discussing employee related matters as allowed pursuant to Section 120 of *The Municipalities Act*, with staff to be excluded from the session." **CARRIED**

Resolution No.
2018-313

Rise from Closed Session

Moved by: Councillor Cameron
Seconded by: Councillor Cogger

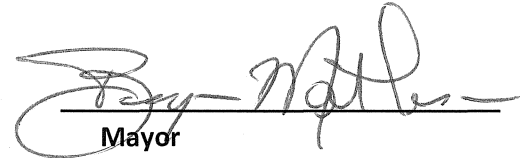
"That we agree to rise from the closed session and return to the open meeting at 9:03 pm." **CARRIED**

Resolution No.
2018-314

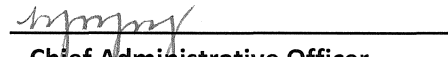
Adjournment

Moved by: Councillor Cameron

"That we adjourn the meeting at 9:06 pm." **CARRIED**



Mayor



Chief Administrative Officer