

TOWN OF LUMSDEN
MINUTES OF THE REGULAR MEETING HELD ON
NOVEMBER 26^h, 2007

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office, on the evening of Monday, November 26th, 2007 at 8:07 p.m. with Mayor Verne Barber presiding.

Present: Mayor:	Verne Barber
Councillor:	Sid Sikorski, Ron Hart, Al Sulma Wayne MacKay, Gerry Tomkins, Dan Kirby
Administrator:	Wayne Zerff
Asst. Administrator:	Darcie Cooper
Public Works:	Jeff Carey

Minutes:

295-07 Sulma/Hart: “That the minutes of the November 13th regular meeting be approved as circulated.” **CARRIED**

Minutes:

296-07 Hart/Sikorski: “That the minutes of the November 13th Group II committee meeting be approved as circulated.” **CARRIED**

Minutes:

297-07 Tomkins/Sikorski: “That the minutes of the November 19th Joint Administration committee meeting be approved as circulated.” **CARRIED**

Correspondence:

298-07 Sulma/Kirby: “That the following correspondence and reports have been reviewed and the Administrator is authorized to file the same accordingly:

- A. Crown Shred & Recycle – October 2007 Recycle Summary
- B. Lumsden & District Heritage Home - Meeting Minutes Oct. 16/07
- C. Fed. of Cdn Municipalities – Ltr. re:Green Municipal Fund (GMF) Review Committee
- D. RTown News – Ltr. request for Season Greetings ad
- E. SUMA – Insurance Update Nov 15/07
- F. Grants Admin. & Prov. Mun. Relations – Ltr. re: Federal Gas Tax Funds - 2007-08 2nd Installment
- G. Regina Beach – Ltr. re: Water/Wastewater Operator response to proposed reciprocal agreement
- H. Royal Cdn Legion SK Command – Ltr. request for advertising
- I. Southeast Regional Library – Semi-Annual Trustees’ Meeting Nov. 3/07
- J. SK Municipal Awards – Ltr. re: 2008 Rewards Program
- K. Misc. Publications.” **CARRIED**

Bank Reconciliation:

299-07 MacKay/Kirby: “That we accept the Bank Reconciliation as submitted for the period ending September 30th and October 31st, 2007.” **CARRIED**

General Account - Payment Vouchers:

300-07 Sikorski/Hart: “That the general accounts listed below and totaling \$46,262.54 have been checked and approved for payment by the respective committees.”

CARRIED

Committee Reports

Councillor Tomkins provided a verbal report on the Joint Administration committee meeting he attended on November 19th, 2007.

Councillor MacKay provided verbal report on the meeting he attended in Davidson regarding a proposal to open a shortline track between Saskatoon and Regina.

Councillor Kirby provided a verbal report on the Group II committee meeting he attended on November 13th, 2007.

Administrator’s Report:

Administrator, Wayne Zerff provided a verbal report on funding options for a Wastewater Treatment Facility, salary comparisons with UMAAS and various administrative issues.

301-07 Tomkins/Kirby: “That the verbal report provided by the Administrator be accepted as presented.” **CARRIED**

Public Works Report:

Assistant Foreman, Jeff Carey provided a verbal report on various public works issues.

302-07 Kirby/Sulma: “That the verbal report provided by Jeff be accepted as presented.” **CARRIED**

APPOINTMENT:

303-07 Hart/MacKay: “That, in consideration of Cathy Klemm’s resignation, we appoint Daryl Boivin as secretary to the Board of Revision.” **CARRIED**

NEW BUSINESS:

Lift Station Flo Meter Purchase:

304-07 Kirby/Sulma: “That we agree with the recommendation from the Group II committee and approve the purchase of a flow meter for Lift Station #1 at a cost of \$5,000.00 to log volumes pumped to our lagoon.” **CARRIED**

Lumsden & District Heritage Home – Utility Bill:

305-07 Hart/Sulma: “That we agree to grant a concession to the Lumsden & District Heritage Home for their quarterly utility bill for the period of July to September 2007 in the amount of \$4,000.00 (reduction of \$4,281.40) as a water leak occurred on a joint connection servicing their property and the Town of Lumsden’s tree nursery.”

CARRIED

Joint Administration Staff – 2007 Performance Evaluations:

306-07 Tomkins/Hart: “That in consideration of the Joint Administration employee performance evaluations completed by the Administrator, we agree with the recommendation of the Joint Administration committee and approve the following Joint Administration employee 2008 salary step changes:

Darcie Cooper	Asst. Administrator	Step 9 (7 to 9 points)	(\$37,655/yr)
Joan Agopsowicz	Office Services Clerk	Step 10 (9 to 10 points)	(\$13.51/hr)
Brenda Boos	Office Services Clerk (PT)	Step 9 (8 to 9 points)	(\$13.19 /hr)
Lorrie Farago	Office Services Clerk (PT)	Step 9 (7 to 9 points)	(\$13.19 /hr)
Wayne Zerff	Administrator	Step 16 (15 to 16 points)	(Council review)”.

CARRIED

Joint Administration Staff – 2008 Staffing Levels:

307-07 Sulma/Kirby: “That we agree with the recommendation from the Joint Administration committee and approve the 2008 staffing levels as proposed by the Administrator to include the following:

- New hire - Part-time office services clerk with computer/accounting experience
- Part-time employee Lorrie Farago – possible change to school hours.”

CARRIED

Joint Administration – Cost Share Formula:

308-07 Tomkins/Hart: “That in consideration of the Bylaws establishing the Joint Administration between the municipalities and the results of the 2006 Canada Census, we agree with the recommendation from the Joint Administration committee and set the rate of 51.4% (Town) and 48.6% (R..M.) as the Joint Administration Cost Share Formula for salaries and benefits, with the proposed rate to be effective January 1st, 2008.” **CARRIED**

2008 Capital Budget:

309-07 Tomkins/Sikorski: “That we agree with the recommendation from the Joint Administration committee and accept the 2008 Joint Administration Capital budget as follows:

- \$2,000 per Council for computer upgrades,
- \$3,500 per Council for automatic doors (carry over from 2007),
- \$2,700 per Council for Fixed Assets software and training.”

CARRIED

Compensation for Paving of Town Property – Heritage Bay

310-07 Kirby/Sulma: “That we agree to compensate the following property owners, based on an 80% share property owners and 20% share Town of Lumsden for the paving connection of their driveway with the street on Town property as they have provided a proper swale for water flow and drainage on Town property:

Terry Ruda – \$96.00 (20% of Total cost \$480.00)

Murray Geil - \$420.00 (20% of Total cost \$2,100.00)

Tom Jackson - \$396.00 (20% of Total cost \$1,980.00).” **CARRIED**

Adjournment:

311-07 Kirby/Tomkins: “That we adjourn this meeting at 10:10 p.m.” **CARRIED**

Mayor

Administrator