

**TOWN OF LUMSDEN**  
**MINUTES OF THE REGULAR MEETING HELD ON**  
**JANUARY 10<sup>th</sup>, 2012**

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office, on the evening of Tuesday, January 10<sup>th</sup>, 2012 at 6:30 p.m. with Mayor Bryan Matheson presiding.

**Present:** Mayor: Bryan Matheson  
 Councillor: Dan Kirby, Al Sulma, Jayne Leibel  
 Doug Mader, Jane Cogger

Assistant Administrator: Darcie Cooper  
 Assistant Administrator: Krystal Brewer  
 Utilities Foreman: Dave Cherney (left at 6:45 p.m.)

**Absent:** Councillor: Rhonda Phillips  
 Chief Administrative Officer: Byron Tumbach

**Declaration of Elected Official:**

The meeting was opened with Councillor Jane Cogger declaring her Oath of Office.

**Minutes:**

01-12 Kirby/Mader: "That the minutes of the December 13<sup>th</sup> regular meeting of Council be approved as amended." **CARRIED**

**Minutes:**

02-12 Leibel/Sulma: "That the minutes of the January 5<sup>th</sup> Group II Committee meeting be approved as circulated." **CARRIED**

**Minutes:**

03-12 Mader/Leibel: "That the minutes of the January 5<sup>th</sup> Group I Committee meeting be approved as circulated." **CARRIED**

**Delegation:**

04-12 Mader/Sulma: "That we accept Corporal Dean Gherasim to the meeting." **CARRIED**

Cpl Dean Gherasim of the Lumsden RCMP Detachment, appeared before council to discuss policing matters and requested comments from council regarding areas of concern.

**Correspondence:**

05-12 Cogger/Leibel: "That the following correspondence and reports have been reviewed and the Administrator is authorized to file the same accordingly:

- A. Crown Shred & Recycling – Purchase Order, November 2011
- B. Tim & Tanya Peterson – Email re: James Street South Paving Project
- C. Southeast Regional Library – Ltr re: Semi-Annual Trustee's Meeting
- D. Village of Craven – Ltr re: Landfill Use Request
- E. Sask. SPCA – Funding Request
- F. Sask. Assessment Management Agency – 2011 Confirmed Assessment Roll
- G. Sask. Assessment Management Agency – Notice of Annual Meeting Apr. 17/12, Saskatoon, Res. Deadline
- H. Communities in Bloom – Ltr re: 2012 Communities in Bloom Workshop & Program
- I. Sask. Urban Municipalities Association – Proposed Amendments for 2012 AGM on Jan. 31/12
- J. Sask. Urban Municipalities Association – Resolutions for 2012 SUMA Convention
- K. Sask. Urban Municipalities Association – 2011 Audited Financial Statements
- L. Robert Hill – Ltr re: Development Appeals Board Resignation
- M. Lumsden & District Heritage Home, Inc. – Minutes of November 3, 2011
- N. Ministry of Tourism Parks, Culture & Sport – Heritage Forum, Feb. 24/12, Saskatoon
- O. WUQWATR – Climate Extremes Planning Workshop, Feb. 8/12, Regina
- P. Misc. Publications." **CARRIED**

**General Account - Payment Vouchers:**

06-12 Kirby/Sulma: "That the general accounts listed below and totaling \$304,009.99, have been checked and approved for payment by the respective committees."

CHEQ #

VENDOR

AMOUNT

**Committee Report:**

Councillor Doug Mader provided a verbal report on Group I committee meeting he attended.

Councillor Al Sulma provided a verbal report on Group II committee meeting he attended.

07-12 Mader/Sulma: "That the committee reports be accepted as presented".

***CARRIED***

**Assistant Administrator's Report:**

Assistant Administrator, Darcie Cooper provided a written report on various administrative matters.



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- 08-12 Kirby/Sulma: "That the report provided by the Assistant Administrator be accepted as presented."  
**CARRIED**

**Public Works Report:**

Utilities Foreman, Dave Cherney provided verbal and written reports on various public works and utilities matters.

- 09-12 Kirby/Leibel: "That the verbal and written reports provided by Dave Cherney be accepted as presented."  
**CARRIED**

**APPOINTMENTS:**

**Lumsden & District Arts Council - Representative:**

- 10-12 Mader/Leibel: "That we appoint Councillor Jane Cogger to represent the Town of Lumsden on the Lumsden & District Arts Council, for the 2012 year."  
**CARRIED**

**Employee Committee Appointment:**

- 11-12 Mader/Cogger: "That, in accordance with the Human Resource Policy Manual, we appoint Mayor Bryan Matheson, Councillor Dan Kirby and Councillor Rhonda Phillips to the Employee Committee."  
**CARRIED**

**2012 Standing Committee Appointments:**

- 12-12 Kirby/Sulma: "That the following members will serve on the Standing Committees of council for the 2012 year:

	<b><u>GROUP I</u></b>
General Government:	Chair-Dan Kirby Member-Jayne Leibel, Doug Mader
Recreation & Culture:	Chair-Doug Mader Member-Dan Kirby, Jayne Leibel
Protective Services:	Chair-Jayne Leibel Member-Doug Mader, Dan Kirby
Planning & Economic Development:	Chair-Jayne Leibel Member- Doug Mader, Dan Kirby
Lumsden Fire District:	Chair - Dan Kirby Members - Jayne Leibel, Doug Mader
	<b><u>GROUP II</u></b>
Transportation Services:	Chair-Rhonda Phillips Members-Al Sulma, Jane Cogger
Environmental Health & Welfare:	Chair-Jane Cogger Members-Al Sulma, Rhonda Phillips
Water & Sewer Utility:	Chair-Al Sulma Members-Jane Cogger, Rhonda Phillips

Mayor Bryan Matheson is ex-officio member of each Committee."  
**CARRIED**

**OLD BUSINESS:**

**Road Completion – Guy & Lorinda Johns:**

- 13-12 Leibel/Sulma: "That we authorize the Chief Administrative Officer to send a letter to Guy & Lorinda Johns, with Fawn Ridge Estates providing notice in accordance with Section 13.3 of the Servicing Agreement, that if the completion of the road servicing Fawn Ridge Estates legally described as Lots 8-17, Block B and Ptn. SW 28-19-21-W2 is not completed by July 1<sup>st</sup>, 2012, the municipality will proceed with the completion of the roadway, at the developers expense, also in accordance with the Servicing Agreement."  
**CARRIED**

**SUMA Convention – Emergent Resolution:**

- 14-12 Sulma/Mader: WHEREAS the Saskatchewan Water and Wastewater Works Operator Certification Standards require a certain amount of experience in the respective Class I – IV facilities; and  
WHEREAS obtaining the required experience for Class III and IV operators is difficult due to the fact that there are a limited number of Class III and IV operations in the Province to gain experience from; and  
WHEREAS the Level of Operator required for each facility is determined by the Saskatchewan Ministry of the Environment; and  
WHEREAS when municipality's upgrade their Water or Wastewater facilities, there should be additional training for their current operator to take in order for them to be certified to operate upgraded facilities if the Level of the facility increases, as opposed to the employee searching out other facilities for the experience component or the municipality having to hire someone else to run the upgraded facility; therefore

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BE IT RESOLVED that the Saskatchewan Urban Municipalities Association Lobby the Provincial Government to evaluate the experience component required under the Saskatchewan Water and Wastewater Works Operator Certification Standards, particularly for Level III and IV operators, to enable operators to take additional training to increase their certification Level as opposed to obtaining experience at other facilities.”

**CARRIED**

**NEW BUSINESS:**

**Amend Resolution #566-11 – Regular Meeting Dates:**

15-12 Kirby/Sulma: “That we agree to amend resolution #566-11; pertaining to council meeting dates for 2012, by removing the words “July 17<sup>th</sup>” and replacing it with the words “July 10<sup>th</sup>.”

**CARRIED**

**SAMA Annual Meeting:**

16-12 Kirby/Mader: “That we appoint Councillor Al Sulma as voting delegate and authorize him to attend the Saskatchewan Assessment Management Agency’s annual meeting in Saskatoon on April 17<sup>th</sup>, 2012 with expenses to be reimbursed as per resolution 21-08.”

**CARRIED**

**Lumsden & District Heritage Home – Fundraising Event:**

17-12 Kirby/Leibel: “That we agree to reimburse any interested Council members, Chief Administrative Officer or Assistant Administrators who purchase a ticket to attend the Lumsden & District Heritage Home’s fundraiser supper on April 21, 2012, at a cost of \$100/ticket, to a maximum of \$800.00 or 8 tickets.”

**CARRIED**

**Cultural Planning for Communities Heritage Forum:**

18-12 Cogger/Sulma: “That we authorize Councillor Mader, Mayor Matheson and Community Coordinator, Chris Exner to attend the Cultural Planning for Prosperous Communities: From Ideas to Action Forum presented by the Heritage Conservation Branch of the Ministry of Tourism, Parks, Culture and Sports in Saskatoon on February 24<sup>th</sup>, 2012 with expenses to be reimbursed as per resolution 21-08.”

**CARRIED**

**WUQWATR – Climate Extremes Planning Workshop:**

19-12 Sulma/Mader: “That we authorize any interested councillors, EMO Coordinators Thomas & Patty Stewart McCord, and Assistant Administrator Krystal Brewer, to attend the complimentary Climate Extremes Planning Workshop hosted by Wascana Upper Qu’Appelle Watersheds Taking Responsibilities and Prairie Regional Adaptation in Regina on February 8<sup>th</sup>, 2012 with expenses to be reimbursed as per resolution 21-08.”

**CARRIED**

**Public Works Staff – 2012 Salary Steps:**

20-12 Sulma/Kirby: “That in consideration of the employee performance evaluations completed by Jeff Carey, Public Works Foreman, and Dave Cherney, Utilities Forman as well as the revised 2012 Salary Grids, we approve the following 2012 employee salary steps:

Lance Whitteron	Equipment Operator 3	From Step 11 to Step7 (new grid)	(\$38,767/yr to \$42,155/yr)
Barry McGill	Equipment Operator 2	From Step 5 to Step 6 (new grid)	(\$30,932/yr to \$33,867/yr)
Cory Danyliw	Equipment Operator 2	Step6 (new grid)	(\$31,289/yr to \$33,867/yr)
Chris Brewer	Water&Wastewater Operator	Step 7 (new grid)	(\$41,047/yr to \$42,155/yr).”

**CARRIED**

**Mileage Allowance – Community Coordinator:**

21-12 Leibel/Cogger: “That we agree to provide Community Coordinator, Chris Exner with a monthly travel allowance, in the amount of \$115.00 per month effective January 1, 2012, due to the utilization of his personal vehicle for Town business.”

**CARRIED**

**Conexus Insurance - Annual Premium:**

22-12 Leibel/Sulma: “That we authorize the payment to Conexus Insurance in the amount of \$72,504.00 for the 2012 Insurance premiums.”

**CARRIED**

**Tax Penalty Cancellation Request – Wes Braun:**

23-12 Cogger/Leibel: “That we deny the request of Wes Braun to cancel penalties applied to his property taxes for land legally described as Lot 10, Block 5 Plan 86R00428 due to his late payment received after the December 31<sup>st</sup> deadline.”

**CARRIED**

**Late Payment Policy:**

24-12 Kirby/Cogger: “That we agree, there will be no “grace period” for any payments received for taxes or utility with respect to discounts or penalties, unless mailed payments are

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postmarked before the penalty/discount deadline.”

**CARRIED**

**Lumsden Historical Society – Edwards Log Home Restoration:**

25-12 Mader/Sulma: “That we approve the request from the Lumsden Historical Society to continue restoration of the Edwards Family Log Home and support their grant application to the Saskatchewan Heritage Foundation for completion of the project.”

**CARRIED**

**Bylaw No. 12 -2011 – A Bylaw to Amend Bylaw 2010-11 – Adoption:**

26-12 Kirby/Sulma: “That Bylaw No. 12-2011, being a bylaw to amend Bylaw 2010-11, a bylaw respecting traffic, be adopted, signed and sealed.”

**CARRIED**

**Bylaw No. 13-2011 – A Bylaw to Amend Bylaw 2011-06 – Adoption:**

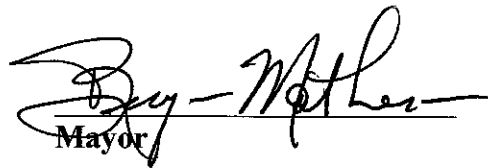
27-12 Leibel/Mader: “That Bylaw No. 13-2011, being a bylaw to amend Bylaw 06-2011 to fix the rates to be charged by way of service charge for the use of sewer, be adopted, signed and sealed.”

**CARRIED**

**Adjournment:**

28-12 Kirby/Sulma: “That we adjourn this meeting at 9:41 p.m.”

**CARRIED**

  
Mayor

  
Chief Administrative Officer