

**TOWN OF LUMSDEN**  
**MINUTES OF THE REGULAR MEETING HELD ON**  
**MARCH 26<sup>th</sup>, 2013**

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office, on the evening of Tuesday, March 26<sup>th</sup>, 2013 at 6:34 p.m. with Mayor Bryan Matheson presiding.

<b>Present:</b>	Mayor:	Bryan Matheson
	Councillor:	Trevor Grohs, Rhonda Phillips, Wes Holobetz, Randy Bogdan, Jane Cogger, Reggie Newkirk
	Chief Administrative Officer:	Darcie Cooper
	Assistant Administrator:	Krystal Strong
	Utilities Foreman:	Dave Cherney (left meeting at 7:40 pm)

**MINUTES:**

145-13 Newkirk/Grohs: "That the minutes of the March 12, 2013 regular meeting be approved, as circulated." **CARRIED**

**MINUTES:**

146-13 Phillips/Holobetz: "That the minutes of the March 11, 2013 Wastewater Treatment Committee meeting be approved, as amended." **CARRIED**

**MINUTES:**

147-13 Newkirk/Holobetz: "That the minutes of the March 19<sup>th</sup> Joint Council meeting be approved, as circulated." **CARRIED**

**COMMITTEE REPORTS:**

Councillor Phillips provided a verbal report on the March 11<sup>th</sup> & 25<sup>th</sup> Wastewater Treatment Committee meetings she attended.

Mayor Bryan Matheson provided a verbal report on the March 19<sup>th</sup> Joint Council meeting he attended.

**CORRESPONDENCE:**

148-13 Phillips/Cogger: "That the following correspondence and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:

- A. Sask. Justice - Disbursement Report
- B. Workers Compensation Board - Preventing Hearing Loss Injuries at Work
- C. New Deal Federal Gas Tax Funds - 2012-2013 Second Installment
- D. Dave Cameron - SHEA Award Thank You
- E. Community Planning Branch - Town OCP & Zoning Bylaw Amendments
- F. SAMA - Info Sheets Re: Assessment
- G. Sask Culture - How to create a Community Cultural Inventory." **CARRIED**

**DELEGATION:**

149-13 Newkirk/Bogdan: "That we accept Sergeant Craig Cleary, with the Lumsden RCMP detachment, to the meeting." **CARRIED**

6:40 p.m. Sergeant Cleary appeared before council to discuss the Community Policing Report and the Annual Performance Plan for the community of Lumsden.

**PUBLIC WORKS & UTILITIES REPORT:**

Utilities Foreman, Dave Cherney provided a verbal report on various public works and utilities matters.

150-13 Bogdan/Newkirk: "That the verbal report provided by Dave Cherney, be accepted as presented." **CARRIED**

**BANK RECONCILIATION:**

151-13 Cogger/Holobetz: "That we accept the Bank Reconciliation for the period ending February 28, 2013, as presented by the Chief Administrative Officer." **CARRIED**

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**MONTHLY FINANCIAL STATEMENT:**

152-13 Grohs/Newkirk: "That we accept the Monthly Financial Statement for the period ending February 28, 2013, as presented by the Chief Administrative Officer.

***CARRIED***

**General Account - Payment Vouchers:**

153-13 Bogdan/Holobetz: "That the general accounts listed below and totaling **\$74,946.12** have been checked and approved for payment by the respective committees."

**STAFF REPORTS:****Administration Report:**

Chief Administrative Officer, Darcie Cooper provided a verbal report on various administrative matters.

154-13 Bogdan/Newkirk: "That the Chief Administrative Officer's report be accepted as presented."  
**CARRIED**

**NEW BUSINESS:****Wastewater Treatment Training – Brock Eadie:**

155-13 Cogger/Phillips: "That we authorize Brock Eadie to enroll in the Level 1 Wastewater Treatment training at a cost of \$940.00 to be paid by the municipality."  
**CARRIED**

**RiverPark Camping Fee Increase:**

156-13 Newkirk/Bogdan: "That we authorize the increase in RiverPark camping site rental fees as follows:

Weekly Rate: from \$150.00 to \$175.00

Monthly Rate from \$500.00 to \$600.00; and

That the effective date of the above rate increase will be determined by Chris Enxer, Community Coordinator."  
**CARRIED**

**Office Services Clerk Position:**

157-13 Grohs/Bogdan: "That we agree to hire Jill Scriven for the full-time Office Services Clerk position effective immediately, with a probationary period of (6) six months and salary step 5 - \$18.58/hour (7 points) of the 2013 Joint Administration salary grid; and That in the event that Jill Scriven does not accept the offer, we agree to hire Susan Schroeder."  
**CARRIED**

**James Street South Local Improvement Project – Remove Carss Road:**

158-13 Phillips/Newkirk: "That, due to the complications relating to the inclusion of Carss Road properties as benefitting from the James St. South Local Improvement Project, we rescind resolution No. 132-13 and agree to remove the assessment of properties on Carss Road from the Project."  
**CARRIED**

**Donations Accepted for Municipal Infrastructure:**

159-13 Phillips/Newkirk: "That we advertise the acceptance of donations from residents of the municipality to the municipal infrastructure fund; and That all donations will receive a charitable donation receipt."  
**CARRIED**

**Wastewater Treatment Facility Debt – Business Plan Preparation:**

160-13 Phillips/Grohs: "That we request LGA Support Services Inc. to prepare a business plan required by the Saskatchewan Municipal Board to allow for an increase to the debt limit of the municipality for the purpose of financing the wastewater treatment facility project."  
**CARRIED**

**Reimbursement Request for Waterline Installation-TM'Z Veterinary Clinic:**

161-13 Phillips: "That we deny the request of Kreate Architecture to pay Blade Contracting \$1,800.00 plus GST for the extra costs incurred when installing the water and sewer line for TM'Z veterinary clinic as the contractor was told that there is no guarantee that the location of the lines may not be exactly as shown on the as-built drawings from the adjacent subdivision."  
**NO SECONDER**

**Reimbursement Request for Waterline Installation- TM'Z Veterinary Clinic:**

162-13 Grohs/Cogger: "That we approve the request of Kreate Architecture to pay Blade Contracting \$1,800.00 plus GST for the extra costs incurred when installing the water and sewer line for TM'Z veterinary clinic as the location of the lines were not exactly as shown on the as-built drawings from the adjacent subdivision and there was nothing in writing that indicated the municipality takes no responsibility for the location of the water and sewer lines."  
**CARRIED**

**Wastewater Treatment Committee Meeting:**

163-13 Phillips/Grohs: "That we agree to hold a Wastewater Treatment Committee meeting on Friday, April 5, 2013, at 7:00pm in the Council Chambers located in the Lumsden Library."  
**CARRIED**

**Adjournment:**

164-13 Cogger/Holobetz: "That we adjourn this meeting at 10:15 p.m."

**CARRIED**

  
Mayor

  
Chief Administrative Officer