

**TOWN OF LUMSDEN**  
**MINUTES OF THE REGULAR MEETING HELD ON**  
**FEBRUARY 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, February 26<sup>th</sup>, 2013 at 6:30 p.m. with Mayor Bryan Matheson presiding.

<b>Present:</b>	Mayor:	Bryan Matheson
	Councillor:	Trevor Grohs, Rhonda Phillips Reggie Newkirk, Wes Holobetz
	Chief Administrative Officer:	Darcie Cooper
	Asst. Administrator:	Krystal Strong
	Utilities Foreman:	Dave Cherney (left meeting at 7:23 pm)
<b>Absent:</b>	Councillor:	Randy Bogdan, Jane Cogger

**PUBLIC WORKS & UTILITIES REPORT:**

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

88-13 Newkirk/Grohs: "That the verbal report provided by Dave Cherney, be accepted as presented." **CARRIED**

**MINUTES:**

89-13 Grohs/Phillips: "That the minutes of the February 12, 2013 regular meeting be approved as circulated." **CARRIED**

**MINUTES:**

90-13 Phillips/Holobetz: "That the minutes of the February 7<sup>th</sup> Group II Committee meeting be approved as circulated." **CARRIED**

**CORRESPONDENCE:**

91-13 Grohs/Newkirk: "That the following correspondence and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:

- A. Government of Saskatchewan – News Release re: Multi-Material Recycling Program
- B. Saskatchewan in Motion – Community Challenge
- C. Federation of Canadian Municipalities – 2013 Budget & Action Plan (Councillor Newkirk)
- D. Sask. Housing Corporation – Housing Authority Directory
- E. Ken & Lois Louvel – Ltr re: Drainage Easement for Lot 5, Simaron Place
- F. Ivan Stewart – Ltr re: Decline Appointment as Secretary, District Board of Revision
- G. Regina Humane Society – Request for Support
- H. Miscellaneous Publications." **CARRIED**

**BANK RECONCILIATION:**

92-13 Newkirk/Holobetz: "That we accept the Bank Reconciliation for the period ending January 31, 2013, as presented by the Chief Administrative Officer." **CARRIED**

**General Account - Payment Vouchers:**

93-13 Phillips/Grohs: "That the general accounts listed below and totaling \$156,761.78 have been checked and approved for payment by the respective committees."

**COMMITTEE REPORTS:**

Councillor Phillips provided a verbal report on the Group II Committee meeting she attended on February 7, 2013.

Mayor Matheson and Councillor Holobetz provided a verbal report on the Group I Committee meeting they attended on February 21, 2013.

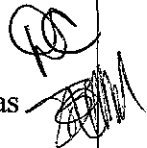
**STAFF REPORTS:**

**Administration Report:**

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

94-13 Newkirk/Grohs: "That the Chief Administrative Officer's report be accepted as presented."

***CARRIED***

Handwritten initials, possibly 'DC', and a large scribble or signature.

**OLD BUSINESS:****Queen City Sewer Subdivision – Paving Extension Request:**

95-13 Holobetz/Grohs: “That, in accordance with section 2.7 of the Servicing Agreement and upon the recommendation of the municipal engineer, we agree to grant an extension for the installation of pavement for Simaron Place to developers Ron Hildebrandt and Mary Jane Simcoe to July 31<sup>st</sup>, 2014 subject to the following:

The road base work must be completed in 2013 and be well underway by July 15, 2013; and

That if construction of the road base work has not begun by July 15, 2013, the municipality will proceed with having the base work completed at the expense of the developer.”

**CARRIED****NEW BUSINESS:****Water & Wastewater Operator Position:**

96-13 Newkirk/Grohs: “That, based on the probationary evaluation completed by Utilities Foreman Dave Cherney, we agree to change Brock Eadie, Water and Wastewater Operator, from probationary status to permanent status effective immediately, in accordance with the Human Resource Policy Manual.”

**CARRIED****Wastewater Treatment Committee Meetings:**

97-13 Phillips/Holobetz: “That we agree to set meeting dates of March 11, 25 and April 8, 2013 for meetings of the Wastewater Treatment Committee to be held in the municipal office at 4:00 p.m.”

**CARRIED****Group I & II Committee Budget Meetings:**

98-13 Grohs/Holobetz: “That we agree to hold budget meetings on March 6, 2013 at 5pm for Group I Committee and 7:30pm for Group II Committee in the municipal office.”

**CARRIED****Last Mountain Railway – Crossing Maintenance Fees:**

99-13 Phillips/Grohs: “That, in consideration of the Provincial Railway Guidelines of the Ministry of Highways and Infrastructure, we agree to pay the invoices from Last Mountain Railway for rail crossing signal maintenance fees regarding the James Street South and Broad Street railway crossings, in the amount of \$21,549.41, representing the monthly fee established by the Canadian Transport Agency for the period of August 2009-December 2012.”

**CARRIED****Spring Run-Off Preparation Meetings:**

100-13 Holobetz/Newkirk: “That we authorize Mayor Bryan Matheson, Public Works Foreman Jeff Carey and Emergency Measures Organization Coordinator, Thomas McCord to attend the Spring Run-Off Preparation meeting hosted by the Water Security Agency and Emergency Management and Fire Safety Branch and held in Wynyard on March 11, 2013, with expenses to be reimbursed by the municipality.”

**CARRIED****Employee Service Recognition - Mug Purchase:**

101-13 Phillips/Newkirk: “That we authorize administration to purchase 25 travel mugs with the Town of Lumsden’s name and/or logo at a cost of approximately \$15.00 plus tax from Silver Screen Sportswear, for the purpose of employee service recognition outlined in the human resource policy manual.”

**CARRIED****James Street South Design & Construction Engineering Agreement:**

102-13 Newkirk/Holobetz: “That we authorize the Mayor and Chief Administrative Officer to sign the Engineering Services Agreement with Associated Engineering for the design and construction of James Street South.”

**CARRIED****James Street South & 5<sup>th</sup> Avenue Extension - Tendering:**

103-13 Phillips/Newkirk: “That we authorize Associated Engineering to proceed with the tender of work for the James Street South local improvement project and 5<sup>th</sup> Avenue extension paving.”

**CARRIED****Hall Concession Request – Lumsden Elementary School:**

104-13 Grohs/Newkirk: “That we agree to a rental concession for the Centennial Hall, to the Lumsden Elementary School, at a rate of \$100 (\$350 value) to cover the caretaker expenses, for the Ladies Night Fashion Show Fundraiser to be held on March 23, 2013.”

**CARRIED**

**Provincial Emergency Communications Centre – Dispatch Agreement:**

105-13 Grohs/Phillips: "That we authorize the Mayor and Chief Administrative Officer to sign the Dispatch Services Agreement with the Provincial Emergency Communications Centre in Prince Albert for the dispatch of emergency services within the Lumsden & District Volunteer Fire Department area." **CARRIED**

**Audio & Video Equipment Rental Fee Policy:**

106-13 Newkirk/Holobetz: "That we set a rental rate of \$500.00 per day for the rental of audio and video equipment in the Centennial Hall; and  
That we set a rental rate of \$200.00 per day for the rental of audio and video equipment in the River Park meeting room." **CARRIED**

**Bylaw No. 03 -2013 – A Bylaw to Amend Fire Agreement Bylaw 03-2001 – Adoption:**

107-13 Grohs/Newkirk: "That Bylaw No. 03-2013, being a bylaw to amend Bylaw 03-2001, a bylaw to establish a district fire department by agreement, be adopted, signed and sealed." **CARRIED**

**Bylaw No. 04 -2013 – A Bylaw to Amend Waterworks Bylaw 01-2004 – Adoption:**

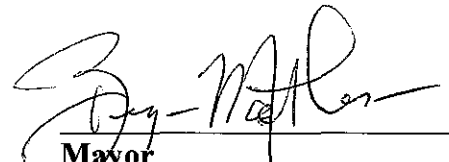
108-13 Phillips/Holobetz: "That Bylaw No. 04-2013, being a bylaw to amend Bylaw 01-2004, a bylaw respecting quality assurance, quality control policy and emergency plan for waterworks, be adopted, signed and sealed." **CARRIED**

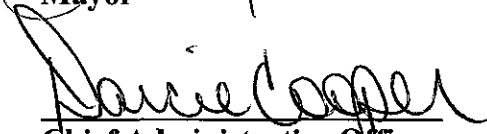
**Bylaw No. 06 -2013 – A Bylaw to Amend Building Fees Bylaw 03-1995 – 1<sup>st</sup> Reading:**

109-13 Phillips/Holobetz: "That Bylaw No. 06-2013, being a bylaw to amend Bylaw 03-1995, a bylaw respecting buildings, be read a first time." **CARRIED**

**Adjournment:**

110-13 Newkirk/Grohs: "That we adjourn this meeting at 10:28 p.m." **CARRIED**

  
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Mayor

  
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Chief Administrative Officer