

**TOWN OF LUMSDEN**  
**MINUTES OF THE REGULAR MEETING HELD ON**  
**FEBRUARY 11<sup>th</sup>, 2014**

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office, on the evening of Tuesday, February 11, 2014 at 6:30 p.m. with Deputy Mayor Rhonda Phillips presiding.

**Present:** Deputy Mayor: Rhonda Phillips  
 Councillors: Jane Cogger, Trevor Grohs,  
 Wes Holobetz  
 Chief Administrative  
 Officer: Darcie Cooper  
 Assistant Admin.: Krystal Strong  
 Utilities Foreman: Dave Cherney (Left at 6:43pm)  
**Electronic Attendance:** Mayor: Bryan Matheson (Via 'Conference Call')

**Absent:** Councillors: Reggie Newkirk, Randy Bogdan

**PUBLIC WORKS & UTILITIES REPORT:**

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

44-14 Cogger/Holobetz: "That the reports provided by Dave Cherney, be accepted as presented." **CARRIED**

**FINANCIAL REPORTS:**

**Bank Reconciliation & Long Term Borrowing Report for Wastewater Treatment Plant:**

45-14 Cogger/Grohs: "That we accept the Bank Reconciliation for the period ending January 31<sup>st</sup>, 2014, and the Long Term Borrowing Report for the wastewater treatment plant as presented by Chief Administrative Officer, Darcie Cooper and prepared by Finance Officer, Sheena Carrick." **CARRIED**

**MINUTES:**

46-14 Holobetz/Cogger: "That the minutes of the January 28, 2014 regular meeting be approved, as circulated." **CARRIED**

**COMMITTEE MINUTES:**

47-14 Cogger/Matheson: "That the minutes of the February 6, 2014 Joint Administration Committee meeting be approved, as circulated." **CARRIED**

Councillor Rhonda Phillips reported on the Wastewater Treatment Plant workshop she attended in Regina with Stantec Consulting Ltd. on February 5, 2014.

Councillor Phillips and Newkirk provided written reports to council via email regarding the SUMA Annual Convention that they attended, in Regina.

**CORRESPONDENCE:**

48-14 Holobetz/Grohs: "That the following correspondence and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:

- A. Dev Appeals Brd, RM of Lumsden – Notice of Decision – Colhoun – Parcel C Plan 10144382 NE 32-19-21-W2
- B. Lumsden & District Heritage Home – Regular Meeting Minutes – December 16, 2013
- C. Sask Waste Reduction Council – Redesigned Website, Member Research Services and 2014 Plans
- D. SAMA – 2013 Assessment Roll Certificate of Confirmation
- E. Norton – Ltr of Resignation – Water Meter Reading
- F. Focus Corporation – Engineering and Other Services
- G. Sask Seniors Mechanism – Changing Face of Seniors Conference - Regina– February 26, 2014."

**CARRIED**

**GENERAL ACCOUNT – PAYMENT VOUCHERS:**

49-14 Matheson/Cogger: "That the general accounts listed below and totaling \$73,097.43, have been checked and approved for payment by the respective committees."

**CARRIED**

**Staff Reports:**

**Administration Report:**

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

50-14 Grohs/Holobetz: "That the Chief Administrative Officer's report be accepted as presented."

**CARRIED**

**NEW BUSINESS:**

Handwritten signatures in black ink, including a large stylized signature and a smaller one below it.

**Public Works Conference:**

- 51-14 Grohs/Cogger: "That we authorize Jeff Carey and Lance Whitteron to attend the Saskatchewan Public Works Association 55<sup>th</sup> Annual Conference in Regina on February 25 – 27, 2014 with expenses to be reimbursed by the municipality." **CARRIED**

**Joint Growth Strategy Award & Development Charge Study:**

- 52-14 Cogger/Grohs: "That we agree with the recommendation of the Joint Administration Committee and award the contract for the Joint Growth Strategy project to Associated Engineering, at an estimated cost of \$80,000; and  
That, in consideration of cost savings and to avoid duplication of work we agree to contract Associated Engineering to proceed with a development charge study to take place in conjunction with the Joint Growth Strategy Project, to establish fees associated with development, including off site servicing fees, development levies and utility rates and connection fees." **CARRIED**

**Computer Upgrade Capital Budget:**

- 53-14 Cogger/Grohs: "That we agree with recommendation of the Joint Administration Committee and approve a capital budget in the amount of \$3,000.00 for computer upgrades." **CARRIED**

**Utility Arrears & Custom Work Fees – Amending Resolution:**

- 54-14 Holobetz/Grohs: "That we agree to amend resolution 497-13, removing the number "404022800-010" and replacing it with number "404022700-010"." **CARRIED**

**Government Relations, Community Planning Branch - Dowalo Holdings Subdivision****Application – NW32-19-21-W2:**

- 55-14 Grohs/Holobetz: "That we authorize administration to send a letter to the Community Planning Branch of the Ministry of Government Relations regarding the Subdivision Application submitted by Dowalo Holdings for land legally described as NW 32-19-21-W2, indicating that council is undertaking a joint growth strategy initiative with the R.M. of Lumsden No. 189 for development in the RM around the Town of Lumsden; and  
That we recommend deferring a decision regarding the subdivision until the conclusion of that study." **CARRIED**

**Miranda Norton Resignation – Meter Reader:**

- 56-14 Cogger/Holobetz: "That we accept Miranda Norton's resignation as meter reader, as she provided." **CARRIED**

**Meter Reader Contract:**

- 57-14 Holobetz/Matheson: "That we approve the Water Meter Reader contract as prepared by Administration." **CARRIED**

**Meter Reader - Advertising:**

- 58-14 Cogger/Holobetz: "That we authorize the advertisement of the Meter Reader position in the Waterfront Press." **CARRIED**

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

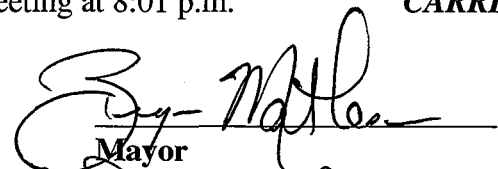
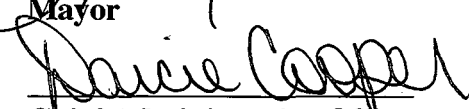
- 59-14 Holobetz/Grohs: "That we agree to a rental concession for the Centennial Hall, to the Lumsden Elementary School, at a rate of \$120 (\$400 value) to cover the caretaker expenses, for the Ladies Night Fundraiser to be held on March 22, 2014." **CARRIED**

**Lumsden Centennial Hall Rental Rate:**

- 60-14 Matheson/Cogger: "That we agree to increase the rental rate of the Centennial Hall to \$500.00, including the use of the audio/video equipment; and  
That the previous rental rate of \$400.00 for the audio/video equipment be removed." **CARRIED**

**Adjournment:**

- 61-14 Cogger/Holobetz: "That we adjourn this meeting at 8:01 p.m." **CARRIED**

  
Mayor  
  
Chief Administrative Officer