

# TOWN OF LUMSDEN

## MINUTES OF THE REGULAR MEETING HELD ON OCTOBER 9<sup>th</sup>, 2007

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office, on the evening of Tuesday, October 9<sup>th</sup>, 2007 at 8:04 p.m. with Mayor Verne Barber presiding.

**Present:** Mayor: Verne Barber  
Councillor: Dan Kirby, Sid Sikorski, Ron Hart,  
Al Sulma, Wayne MacKay, Gerry Tomkins

Administrator: Wayne Zerff  
Asst. Administrator: Darcie Cooper  
Public Works Supervisor: Bob Schulz (arrived at 9:00 p.m.)

### Minutes:

247-07 Hart/Sulma: "That the minutes of the September 24<sup>th</sup> regular meeting be approved as circulated."  
**CARRIED**

### Minutes:

248-07 Sikorski/Sulma: "That the minutes of the October 2<sup>nd</sup> Group II Committee meeting be approved as circulated."  
**CARRIED**

### Delegations:

249-07 Tomkins/Sikorski: "That we accept Gordon Bonokoski to the meeting."  
**CARRIED**

Gordon Bonokoski appeared before council to provide a verbal and written report on the Saskatchewan Waste Reduction Council Waste Minimization Forum he attended in Saskatoon, Saskatchewan on October 3 & 4, 2007.

### Correspondence:

250-07 Hart/Sikorski: "That the following correspondence and reports have been reviewed and the Administrator is authorized to file the same accordingly:

- A. Dudley & Co. – Ltr. & 2006 Financial Statements
- B. MacLean Keith – Ltr. re: Comments on Lot 1, Block Y Plan 76R12775 Nuisance Order
- C. Brian Williams – Memo re: Follow up on his appeal to the Nuisance Order issued to Lot 1, Block Y Plan 76R12775
- D. Gov't Relations – Johns Subdivision approval
- E. Gov't Relations – Haryett Subdivision approval
- F. SK Justice – Fine Disbursements – May/07 & Sept./07
- G. Lumsden & District Chamber of Commerce – Mtg. Minutes Sept. 20/07
- H. Crown Shred & Recycle – August 2007 Recycle Summary
- I. Todd Wilson – Thank you Ltr. re: Donation of hall for Dietz fundraiser
- J. Bob Schulz – Ltr of Resignation effective October 31/07
- K. Misc. Publications."  
**CARRIED**

### General Account - Payment Vouchers:

251-07 Tomkins/MacKay: "That the general accounts listed below and totaling \$87,219.99 have been checked and approved for payment by the respective committees."  
**CARRIED**

### Administrator's Report:

Administrator, Wayne Zerff provided a verbal report on various administrative issues.

252-07 Tomkins/Hart: "That the verbal report provided by the Administrator be accepted as presented."  
**CARRIED**

### Public Works Supervisor Report:

Public Works Supervisor Bob Schulz provided a verbal report on various public works issues.

253-07 Sulma/Kirby: "That the verbal report provided by the Public Works Supervisor be accepted as presented."  
**CARRIED**

**OLD BUSINESS:**

*Councillor Dan Kirby declared a conflict of interest and left his council chair.*

**Lot 1, Block Y, Plan 75R12775 – Nuisance Property:**

254-07 Hart/Sulma: “That we agree to contact Ground Engineering to perform a geo-technical survey on the land legally described as Lot 1, Block Y, Plan 75R12775 and provide council with their recommendation on remedial measures.”

**CARRIED**

**Lot 1, Block Y, Plan 75R12775 – Building Inspection**

255-07 MacKay/Sikorski: “That we authorize the Administrator to have the buildings on the land legally described as Lot 1, Block Y, Plan 75R12775 inspected by our building inspector.”

**CARRIED**

**NEW BUSINESS:**

**Lot 1, Block Y, Plan 75R12775 – Tax Enforcement:**

256-07 MacKay/Sikorski: “That we agree to proceed with Tax Enforcement proceedings against property legally described as Lot 1, Block Y, Plan 75R12775.”

**CARRIED**

*Councillor Dan Kirby resumed his council chair.*

**Water & Sewer Surplus/Deficit Transfers:**

257-07 Hart/Sikorski: “That we authorize the Administrator to transfer any water and sewer surpluses and deficits to the Water & Sewer Reserve account.”

**CARRIED**

**Johns Subdivision – Drainage Plans:**

258-07 Kirby/Sulma: “That we direct the Administrator not to issue any development permits for the new subdivision phase legally described as SW 28-19-21-W2, Lots 4-7, Block B, until an acceptable drainage plan is received from Guy Johns for the Subdivision.”

**CARRIED**

**Acting Public Works Supervisor Position:**

259-07 MacKay/Sikorski: “That we agree with the recommendation from the Group II Committee and leave the position of Acting Public Works Supervisor vacant, as staff are unanimous in their recommendation and it is in the best interest of the municipality to have a structure in which staff are empowered to perform their duties; and That effective October 15<sup>th</sup> Dave Cherney and Jeff Carey are to assume the responsibilities of the Public Works Supervisor position, except for engineering and mapping duties; and That we agree to reimburse Dave Cherney and Jeff Carey an additional \$500.00 per month as interim compensation for the additional duties they are to assume.”

**CARRIED**

**Committee Review of Public Works Supervisor Position:**

260-07 Sikorski/Sulma: “That we agree with the recommendation from the Group II Committee and endorse the following items as the mandate for the Group II review of the Public Works Supervisor position:

- o Organization structure (review organization structure, reporting hierarchy),
- o Job roles/ responsibilities (review job roles/responsibilities and need for backup of key positions),
- o Fire Chief role (review need to be part of public works supervisor position),
- o Engineering role (in house engineer versus contracting municipal project services),
- o Project coordinator option (work with engineers/contractors to oversee municipal projects),
- o Manager or foreman (future union implications),
- o Mapping/GIS (in-house mapping expertise compared to contracting the work),
- o Salary Grid (changes to final roles and responsibility),
- o Day to day operations (impact on changes to day to day operations),
- o Shortage of skilled labour (ability to fill the different supervisor types),”

**CARRIED**

**Fire Chief:**

261-07 Kirby/MacKay: “That we agree with the recommendation from the Group II Committee to appoint Jeff Carey as Fire Chief effective October 15<sup>th</sup>, with annual compensation to be based on the option of either 1 weeks pay or 1 weeks holiday leave.”

**CARRIED**

**Transfer to Reserve Accounts:**

262-07 Tomkins/Hart: "That we authorize the Administrator to transfer funds in the amount of \$20,262.11 to General Reserves and \$98,624.16 to Water and Sewer Reserves."

***CARRIED***

**Adjournment:**

263-07 Kirby/Tomkins: "That we adjourn this meeting at 9:57 p.m."

***CARRIED***

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**Mayor**

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**Administrator**