

**TOWN OF LUMSDEN**  
**MINUTES OF THE REGULAR MEETING HELD ON**  
**MARCH 8<sup>TH</sup>, 2011**

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office, on the evening of Tuesday, March 8<sup>th</sup>, 2011 at 6:30 p.m. with Mayor Bryan Matheson presiding.

**Present:** Mayor: Bryan Matheson  
Councillor: Sid Sikorski, Al Sulma, Rhonda Phillips,  
Doug Mader, Dan Kirby

Assistant Administrator: Darcie Cooper  
Office Services Clerk: Krystal Brewer  
Public Works Foreman: Jeff Carey (left at 6:50 pm)

**Absent:** Councillor: Jayne Leibel

**Minutes:**

96-11 Sikorski/Sulma: "That the minutes of the February 15<sup>th</sup> Joint Administration Committee meeting be approved as circulated." **CARRIED**

**Minutes:**

97-11 Sulma/Sikorski: "That the minutes of the February 22<sup>nd</sup> regular meeting of Council be approved as circulated." **CARRIED**

**Correspondence:**

98-11 Mader/Kirby: "That the following correspondence and reports have been reviewed and the Administrator is authorized to file the same accordingly:

- A. SGI – Ltr re: 2011 Business Recognition assessment
- B. Royal Heraldry Society – Ltr re: Municipal Heraldry Project (Coat of Arms)
- C. SK Municipal Bd – Ltr re: Hildebrandt/Simcoe Servicing Agreement – Appeal
- D. SK Justice – Fine Disbursements – Dec 2010 & Feb 2011
- E. Lumsden & District Heritage Home – AGM Minutes – Feb 16, 2011, Administrator's Annual report & Reg mtg minutes – Dec 2010
- F. Earth Hour – March 26<sup>th</sup>, 8:30 – 9:30 pm
- G. PVSD – Ltr re: 2009-2010 Annual Report
- H. SAL Engineering – Ltr re: Municipal & infrastructure projects
- I. Misc. Publications." **CARRIED**

**General Account - Payment Vouchers:**

99-11 Sulma/Sikorski: "That the general accounts listed below and totaling \$88,132.71 have been checked and approved for payment by the respective committees." **CARRIED**

**Committee Report:**

Councillor Doug Mader provided a verbal report on the Group I Committee meeting he attended on March 3<sup>rd</sup>.  
Councillor Rhonda Phillips provided verbal reports on the Group II Committee meeting and the Wastewater Treatment Committee meeting she attended.  
Mayor Bryan Matheson provided a verbal report on the meeting he attended with the Minister of Municipal Affairs, Honourable Dustin Duncan and his staff, in Regina at the Legislative Building.

**Administrator's Report:**

Assistant Administrator, Darcie Cooper provided a verbal report on various administrative matters.  
100-11 Sikorski/Sulma: "That the verbal report provided by the Assistant Administrator be accepted as presented." **CARRIED**

**Utilities & Public Works Report:**

Public Works Foreman, Jeff Carey provided a written report on various public works issues.  
101-11 Kirby/Mader: "That the written report provided by Jeff Carey be accepted as presented." **CARRIED**

**OLD BUSINESS:****Hutchinson/Croft Subdivision – Servicing Agreement Amendment:**

- 102-11 Sulma/Kirby: “That we rescind resolution 13-11; and  
That we authorize the Administrator and the Mayor to sign the further amended servicing agreement, with the removal of section 4.2 regarding the West Exit, as requested by Roy Hutchinson and Steve Croft, for their proposed subdivision on land legally described as NW 29-19-21-W2; and  
That we recommend approval to the Community Planning Branch of the Ministry of Municipal Affairs for the proposed subdivision submitted by Roy Hutchinson & Steve Croft for the land legally described as Ptn. NW 27-19-21-W2M, subject to the following:
- Submission of a new plan of proposed subdivision, removing the West Exit from the plan
  - Signing of a servicing agreement, with the requirement to pay \$7,000.00 per newly created parcel
  - Connection fees of \$2,000.00 for Water and \$2,000.00 for Sewer for each lot are required, as per the servicing agreement.”
- CARRIED**

**NEW BUSINESS:****Minerva Ridge - Signage:**

- 103-11 Phillips/Sulma: “That we authorize Public Works to purchase two signs indicating “Truck Route” for access to Fawn Ridge and Schandre Estates via the road to Minerva Ridge and the road South of Lumsden to deter construction traffic from James Street South; and  
That these signs be erected as deemed appropriate by the Public Works Foreman, Jeff Carey.”
- CARRIED**

**Employee Salary Review:**

- 104-11 Kirby/Mader: “That we authorize the administration to review the points for Jeff Carey and Dave Cherney in relation to the Salary Grid to ensure that they are at the appropriate steps of the Public Works Salary Grid, for council’s consideration at the next regular meeting.”
- CARRIED**

**Earth Hour - Advertisement:**

- 105-11 Phillips/Kirby: “That we agree to support World Wildlife Federation’s Earth Hour event by advertising Earth Hour on the electronic sign and the municipality’s website to encourage participation to turn off lights on March 26<sup>th</sup> from 8:30 to 9:30 pm.”
- CARRIED**

**2011 Fire Department Capital Costs:**

- 106-11 Kirby/Phillips: “That we agree with the recommendation from the Joint Administration committee and approve the following list of fire department capital items for the 2011 budget:
- Capital budget of \$8,525 for the purchase of turnout gear, winch and bumper.”
- CARRIED**

**2011 Fire Department Training Costs**

- 107-11 Sikorski/Sulma: “That we agree with the recommendation from the Joint Administration committee to share the operating cost of \$6,000 for training fire fighting members in the 2011 budget.”
- CARRIED**

**2011 Joint Administration Capital Costs**

- 108-11 Mader/Phillips: “That we agree with the recommendation from the Joint Administration committee and approve the following Joint Administration capital items for the 2011 budget:
- Computer and Software upgrades for 2011 of \$2,000 for each Council.”
- CARRIED**

**2011 Joint Administration Capital Costs**

- 109-11 Sikorski/Phillips: “That we agree with the recommendation from the Joint Administration committee and approve the following Joint Administration capital items for the 2011 budget:
- Backup site in Community Hall for 2011 at a cost of \$2,000 each (2010 Carry Fwd).”
- CARRIED**

**Hildebrandt/Simcoe – Arbitration Remuneration:**

110-11 Kirby/Sikorski: "That we authorize payment of an additional \$1,000 to the Chair of the Arbitration Committee, Sheila Hart for her services in relation to the Hildebrandt/Simcoe Subdivision Arbitration."  
**CARRIED**

**Environmental Initiative – Phosphate Reduction:**

111-11 Phillips/Mader: "That we authorize, Councillor Phillips to develop an environmental public relations initiative to encourage the citizens of Lumsden to reduce/eliminate their use of phosphate cleaners due to the impact they have on the municipality's sewage system and the environment, and provide the recommendations to council for their consideration; and  
That we recommend the members of the Joint Administration committee to discuss the initiative at their next Joint Administration Committee meeting with the R.M. of Lumsden No. 189 members."  
**CARRIED**

**Office Services Clerk Position:**

112-11 Phillips/Kirby: "That we agree to hire Michelle Renkas for the Office Services Clerk position effective April 4, 2011, with a probationary period of (6) six months and salary starting at Step 5 of the 2011 Joint Administration Salary grid (\$13.55/hour); and  
That this position will be 2 days per week from April to June, and commence full time position on July 1<sup>st</sup>, 2011."  
**CARRIED**

**2011 Budget Meetings:**

113-11 Sikorski/Mader: "That we set the following dates and times for budget meetings to be held in the Council Chambers:  
• Group I Committee - Tuesday, March 22<sup>nd</sup> at 4 pm,  
• Group II Committee – Thursday, March 24<sup>th</sup> at 4 pm, and  
• Special Council – Tuesday, March 29<sup>th</sup> at 6:30 pm."  
**CARRIED**

**Memoriam Donation - Policy:**

114-11 Sikorski/Phillips: "That in the event the Administration is made aware of the death of a elected or former Council member, current or former Employee; we hereby authorize the Administration to send a sympathy card and make a charitable donation of \$50.00 to a charity of the family's choice, in memory of the service that individual has provided the municipality; and  
That in addition this policy shall apply in the death of an immediate family member of an elected or former Council members and current Employee, and  
That this policy be retroactive to January 1<sup>st</sup>, 2011."  
**CARRIED**

**5<sup>th</sup> Avenue Extension – Municipal Utilities Tender Award:**

115-11 Kirby/Phillips: "That we agree with the recommendation of Associated Engineering to award the tender of the installation of municipal utilities on the 5<sup>th</sup> Avenue extension to Blade Contracting Ltd for \$310,112.22 and authorize the Administrator to sign the acceptance of proposal."  
**CARRIED**

**5<sup>th</sup> Avenue Extension – Surfacing Contract Tender Award:**

116-11 Phillips/Sulma: "That we agree with the recommendation of Associated Engineering to award the tender of surfacing installation on the 5<sup>th</sup> Avenue extension to Site Management Services for \$189,685.00 and authorize the Administrator to sign the acceptance of proposal."  
**CARRIED**

**SUMA - Municipal Bond Renewal:**

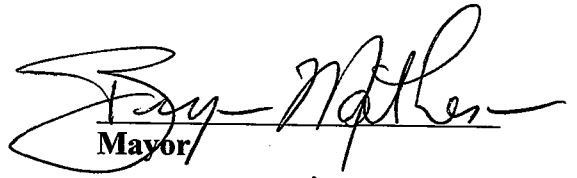
117-11 Kirby/Sikorski: "That we approve renewal of the SUMA Municipal Bond for coverage of \$15,000.00 for Administration employees and the Recreation Co-ordinator for the period of April 1, 2011 to March 31, 2014, at a premium charge of \$643.50 plus GST."  
**CARRIED**

**Haus – Request for Wedding in Lions Park:**

118-11 Phillips/Mader: "That we authorize the use of Lion's Park for the purpose of a wedding ceremony on July 23, 2011 as requested by Kara Haus, and  
That we require the applicant to ensure the park is left in a clean state after the wedding."  
**CARRIED**

**Adjournment:**

119-11 Kirby/Sulma: "That we adjourn this meeting at 8:51 p.m." **CARRIED**

  
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Mayor

  
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Administrator