

**R.M. OF LUMSDEN NO. 189  
MINUTES OF THE REGULAR MEETING  
HELD ON THURSDAY, NOVEMBER 24<sup>th</sup>, 2011**

The Lumsden Rural Municipal Council convened their regular meeting in the Council Chambers of the R.M. Office, on Thursday, November 24, 2011 at 7:00 p.m. with Reeve Jim Hipkin residing.

**Present:** Reeve: Jim Hipkin  
Councillor: Jim Atcheson, Al Szeles, Dale Srochenski  
Bill Marquardt, Tom Harrison

Chief Administrative  
Officer: Darcie Cooper  
Asst. Administrator: Krystal Brewer

**Absent:** Councillor: Kent Farago

**Minutes:**

453-11 Marquardt: "That the minutes of the October 27<sup>th</sup>, 2011 regular meeting be approved as amended." **CARRIED**

**Minutes:**

454-11 Marquardt: "That the minutes of the October 27<sup>th</sup>, 2011 Knoblauch Re-zoning and Zoning Bylaw Amendments Public Hearing be approved as circulated." **CARRIED**

**Minutes:**

455-11 Szeles: "That the minutes of the November 1<sup>st</sup>, 2011 Joint Administration Committee meeting be approved as circulated." **CARRIED**

**Minutes:**

456-11 Marquardt: "That the minutes of the November 21<sup>st</sup>, 2011 Joint Administration Committee meeting be approved as circulated." **CARRIED**

**Correspondence:**

457-11 Atcheson: "That the attached list of correspondence and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly;

- A. Dudley & Company –Ltr. and Audited Financial Statement 2010
- B. Lieutenant Governor's Award for Outstanding Service – 2012 Nominations
- C. Ag. Health & Safety Network – Email Re: Farm Safety Plan Workshop
- D. SARM – Ltr re: 2012 Administrator's Suggested Salary Schedule
- E. Professional Building Inspections, Inc. – Pre Move Inspection – Hall – NW 06-20-22-W2
- F. Community Planning – Ltr re: Kreutzer Rezoning
- G. Lumsden & District Heritage Home – Minutes of September 27, 2011 Meeting
- H. Pasqua Paving – Royalties and Haul for September 2011
- I. Peter Gehl – Ltr re: RM of Lumsden OCP & Zoning Bylaw Open House Comments
- J. Conexus Insurance – Ltr re: Renewal of Bonds Policy
- K. Roni Goulet, Mayor of Buena Vista - Email re: Lagoon Project
- L. Professional Building Inspections, Inc. – Ltr re: Rate increase effective January 2012
- M. Miscellaneous Publications." **CARRIED**

**Accounts to be Approved:**

458-11 Srochenski: "That the list of accounts attached hereto and forming a part of these minutes totalling \$251,500.44, including Council supervision expenses submitted at the meeting, is hereby approved for payment by the Reeve and Administration." **CARRIED**

**Chief Administrative Officer's Report:**

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

459-11 Atcheson: "That the Chief Administrative Officer's report be accepted as presented." **CARRIED**

**Committee Report:**

Councillor Tom Harrison provided a verbal report on the Joint Administration Committee meetings he attended.

*JRH*

Councillor Tom Harrison provided a verbal report on the Saskatchewan Forage Council's Invasive Weed Species Focus Group meeting he attended.

460-11 Srochenski: "That Councillor Harrison's reports be accepted as presented."

**OLD BUSINESS:**

**Deer Valley Services – W.I.T. Landscape & Supply Ltd. Contract:**

461-11 Szeles: "That we authorize the Reeve and Administrator to sign the agreement with W.I.T. Landscape and Supply Ltd for the purpose of providing snow removal and maintenance services to the unorganized hamlet of Deer Valley, as outlined in their request for proposal." **CARRIED**

**NEW BUSINESS:**

**Chief Administrative Officer – Employment Offer:**

462-11 Atcheson: "That we agree with the recommendation of the Joint Administration Committee and agree to hire Byron Tumbach as Chief Administrative Officer commencing January 1<sup>st</sup>, 2012, based on the following employment conditions:

- Annual starting wage at Step 9 \$88,572 of the newly revised Salary Grid, representing 11 points on the salary grid
- One year probationary period, as per the Human Resource Policy Manual
- Time in Lieu policy, as per the Human Resource Policy Manual
- 3 weeks annual vacation
- Pension and SUMA Benefits."

**CARRIED**

**2010 Reserve Transfers:**

463-11 Srochenski: "That we approve the transfer to reserves for the 2010 year as follows:

- Twenty-thousand dollars (\$20,000.00) to the infrastructure reserve,
- Five-hundred and sixty-six dollars (\$566.00) to the Deer Valley Hamlet reserve
- One-hundred and forty-five thousand and seventy-eight dollars (\$145,078.00) to the Capital Trust Fund reserve."

**CARRIED**

**2012 LT Governor's Award for Outstanding Service – Nomination:**

464-11 Atcheson: "That we agree to nominate Administrator, Wayne Zerff for the Lieutenant Governor's Award for Outstanding Service to Rural Saskatchewan for the 2012 annual SARM Convention." **CARRIED**

**Zoning Bylaw Review –Discretionary Use addition:**

465-11 Atcheson: "That we authorize municipal planner, Jim Walters to add a section under discretionary uses in the proposed Zoning Bylaw for the CR1 Zone (Low Density Country Residential) to accommodate uses such as orchards and greenhouses." **CARRIED**

**CARRIED**

**SGI Commercial Surety Bond – Sand & Gravel Lease SE &SW 6-21-22-W2:**

466-11 Atcheson: "That we agree to pay \$300.00 to SGI for a Commercial Surety Bond regarding the Quarry Lease located at SE & SW 06-21-22-W2, for the 2012 year." **CARRIED**

**CARRIED**

**Office Services Clerk – Salary Grid:**


467-11 Harrison: "That we accept the following Salary Grid recommendations for the Office Services Clerk position, as recommended by the Joint Administration Committee:

- Municipal Experience be amended to reflect 1 year experience equals 1 point to a maximum of 10 points
- Hourly starting wage for 0-3 points be increased from \$12.72 to \$15.50
- Increase for the next 3 steps (Steps 2-4) be at 3.5% for each step
- Increase for the next 3 steps (Steps 5-7) be at 2.5% for each step
- Increase for the next 4 steps (Steps 8-11) be at 1.5% for each step; and

That this Salary Grid recommendation reflects 2011 salaries and would not include any Salary Grid increases that would apply for 2012; and

That the information used for review purposes were the Joint Administration Salary Grid of the RM of McKillop and the Town of Strasbourg, as well as the City of Regina, Administrative Staff Union Salaries for the 2011 year." **CARRIED**

**CARRIED**

JRH  


**Assistant Administrator – Salary Grid Recommendations:**

468-11 Harrison: "That we accept the following Salary Grid change recommendations for the Assistant Administrator position, as recommended by the Joint Administration Committee:

- Annual starting wage for 0-3 points (Step 1) remain unchanged at \$36,293
- Increase for the next steps be at 4.0 % for each step; and

That this Salary Grid recommendation reflects 2011 salaries and would not include any Salary Grid increases that would apply for 2012; and

That the information used for review purposes were the Joint Administration Salary Grid of the RM of McKillop and the Town of Strasbourg and the suggested Salary Grid for the Rural Municipal Administrators Assoc. of SK. for the 2011 year."

**CARRIED**

**Chief Administrative Officer – Salary Grid Recommendations:**

469-11 Harrison: "That we accept the following Salary Grid change recommendations for the Chief Administrative Officer position, as recommended by the Joint Administration Committee:

- Annual starting wage for 0-3 points (Step 1) and 4 points (Step 2) be removed from the Salary Grid as the Committee felt that the minimum qualifications for the position should be 5 points
- Annual starting wage for 5 points (Step 3) be reduced from \$70,585 to \$70,000
- Increase for the next steps be at 4.0 % for each step; and

That this Salary Grid recommendation reflects 2011 salaries and would not include any Salary Grid increases that would apply for 2012; and

That the information used for review purposes was the Urban Municipal Administrators suggested salary grid for the 2011 year and the Joint Administration Salary Grid of the RM of McKillop and the Town of Strasbourg."

**CARRIED**

**Defer – Deer Valley Organized Hamlet Request:**

470-11 Acheson: "That we agree to defer the Deer Valley Organized Hamlet request to the next regular meeting."

**CARRIED**

**Dev. App. #2011-61 – Tri Target Solutions SE 18-19-20-W2:**

471-11 Srochenski: "That we approve Development Application No. 2011-061 submitted by Murray Froehlich of Tri Target Solutions to construct a commercial building on land legally described as Ptn. SE 18-19-20-W2 for the purpose of equipment and herbicide sales and storage, subject to the following:

- compliance with all municipal, federal and provincial requirements for the safe storage of chemicals
- setback regulations of the municipality are met."

**CARRIED**

**Municipal Expropriation - Market Valuation NE 1-20-21-W2:**

472-11 Marquardt: "That, we agree with the recommendation of SARM Solicitor Mike Morris and hire Darren Bird of Crown Appraisals Ltd. to determine the value of the unregistered roadway through land legally described as NE 1-20-21-W2 at an estimated cost of \$3,200.00 plus GST, for the purpose of presenting evidence to the Court of Queen's Bench as to a reasonable value for the property, in relation to the expropriation of this roadway."

**CARRIED**

**2011 Joint RM/Town Christmas Party:**

473-11 Srochenski: "That we agree to attend the Lion's Community Christmas party on December 3<sup>rd</sup> with the RM to pay the cost of \$30.00 per ticket for council, staff and spouses; and

That we also agree to purchase supper, one beverage ticket and a sleigh ride for RM council, staff and spouses at an informal Christmas gathering the Lumsden Hotel & Steak Pit on Thursday, December 15<sup>th</sup> at 5:00 p.m."

**CARRIED**

**2011 Employee Christmas Bonus:**

474-11 Marquardt: "That we approve a Christmas Bonus for the Public Works staff in the amount of \$75.00 and \$37.50 for the Joint Administrative staff as this cost is shared with the Town of Lumsden."

**CARRIED**  
JRH

**Sask. 4-H Foundation – Request for Donation:**

475-11 Harrison: "That we agree to remain contributors and donate \$500.00 to the Saskatchewan 4-H Foundation with funds to be drawn out of the Agricultural budget."

**CARRIED**

**Tax Cancellation Request– SaskPower Corp:**

476-11 Atcheson: "That we agree to cancel the taxes levied to Sask Power Corporation on property legally described as Ptn. NE 31-19-21-W2, due to the exemption of Sask Power properties from taxation in accordance with Section 4 of The Power Corporation Act, as follows:

**Municipal: \$488.65      School: \$414.05      Total: \$902.70."**

**CARRIED**

**Tax Abatement – James Glen:**

477-11 Harrison: That we agree to abate the taxes as detailed below on land legally described as NE 08-21-22-W2, to the owner James Glen in consideration of an exemption under Clause 293(2)(e) of *The Municipalities Act* on land leased in this municipality:

**Municipal: \$329.90      School: \$217.01      Total: \$546.91".**

**CARRIED**

**Boyd PetroSearch – Special ATV Operation Permit:**

478-11 Szeles: "That we provide a permit to Boyd PetroSearch and its subcontractors to use ATV's on road right of ways, subject to the following:

- The purpose of the permit is to allow access to seismic testing areas via municipal ditches,
- The permit will be valid until January 31, 2012; as per their request, and
- The permit does not allow travel on private property without the landowner's permission."

**CARRIED**

**Development Application No. 2011-56 – Jule - SW 10-21-22-W2:**

479-11 Harrison: "That we approve Development Application No. 2011-059 submitted by Donna & Richard Jule to construct a pole barn on land legally described as SW 10-21-22-W2 for the purpose of housing 2 horses and storage, subject to the municipal setbacks."

**CARRIED**

**Development Application No. 2011-59 - Agri One Solutions:**

480-11 Szeles: "That we approve the development application submitted by Agri-One solutions to construct an commercial building to develop a grain processing business on land legally described as SW 33-19-19-W2, subject to the following:

- Due to the narrow roadway and safety concerns pertaining to commercial traffic, we require the applicant and landowner to enter into a road development agreement to build up the road North from the Edenwold Grid along W 28-19-19-W2 approx. 1 mile of road;
- The truck route be designated along the road to be constructed, not from the road North of the development, known as Flying Creek Road
- All development, including trees shall be setback 150 feet from the center line of the municipal road and 50' from the side and rear property line."

**CARRIED**

**Development Application No. 2011-60 – Langmaier NE 11-20-19-W2:**

481-11 Atcheson: "That we approve Development Application No. 2011-060 submitted by Kyle & Robin Langmaier to construct a new residence and shed on land legally described as NE 11-20-19-W2 for the purpose of creating a new yard site, subject to the following:


- All development, including trees shall be setback 150 feet from the center line of the municipal road and 50' from the side and rear property line."

**CARRIED**

**Snow Plow Club Agreements:**

482-11 Szeles: "That we designate the following Snow Plow Clubs, their executive, operators, route and miles as active clubs for the 2011/2012 year, and That we hereby authorize the Reeve and Chief Administrative Officer to sign the agreement on behalf of the municipality with the effective date to be the date of receipt in the municipal office."

DIV #	SNOW PLOW CLUB	MILEAGE	OPERATORS
2	C.L. ELLIOTT SNOW PLOW CLUB	1.8	Cliff Elliott
6	BILL WALSH SNOW PLOW CLUB	3.0	Bill and Matthew Walsh
3	WEST FOREST SNOW PLOW CLUB	2.5	William Marquardt

*JRH* 

5 CRAVEN SOUTH SNOW PLOW CLUB 7.0 J. Langford, T. Hart., M. Rock  
**CARRIED**

**Village of Buena Vista - Support for Lagoon Project:**

483-11 Atcheson: "That we authorize Tom Harrison to act as a liaison with the Village of Buena Vista and Town of Regina Beach in support of their lagoon project."  
**CARRIED**

**Bylaw 13-2011 -Building Bylaw Amendment - 1<sup>st</sup> Reading:**

484-11 Srochenski: "That Bylaw #13-2011, being a bylaw to amend the Building Bylaw# 02-1999, be read a first time."  
**CARRIED**

**Adjournment:**

485-11 Szeles: "That we adjourn this meeting at 11:25pm."  
**CARRIED**

  
Reeve

  
Chief Administrative Officer