



## Rural Municipality of Lumsden No.189

### Meeting Minutes

Regular Council Meeting November 28, 2024 - 7:00 PM

#### Returning Officer Report and Oaths/Affirmations of Elected Officials

The Returning Officer, Monica Merkosky, provided a report on the results of the November 13, 2024 General Election:

Reeve:	John Langford	98 Votes - Defeated
	Cody Garbutt	238 Votes - Elected
Division 1:	Curtis Skolney	Acclaimed
Division 3:	Hayden Forster	36 Votes - Elected
	Andrew Kaytor	32 Votes - Defeated
Division 5:	Aaron Saufert	29 Votes - Defeated
	Trent Catley	82 Votes - Elected

Cody Garbutt, Curtis Skolney and Hayden Forster recited the Oaths/Affirmations of Elected Officials and signed same.

#### Call to Order

The Council of the Rural Municipality of Lumsden No. 189 convened their Regular Meeting at the Dew Drop In (in Lumsden) and via electronic means (Zoom), on Thursday, November 28, 2024 at 7:08 pm.

#### **Present:**

Reeve: Cody Garbutt

Councillors:

Division 1: Curtis Skolney

Division 2: Glenda Schlosser

Division 3: Hayden Forster

Division 4: Marlise Nordstrom

Division 5: Trent Catley (attended from 7:30 pm to 10:41 pm)

Division 6: Cody Jordison

Chief Administrative Officer: Monica M. Merkosky

Assistant Chief Administrative Officer: Krystal Strong (attended from 7:00 pm to 9:37 pm)

Director of Finance: Ryan Haresign (via Zoom, attended from 7:00 pm to 8:17 pm)

Director of Planning and Development: Aimee Bryck (via Zoom, attended from 7:00 pm to 7:51 pm)

Youth Member: Corbin Jenkins (attended from 7:00 pm to 9:30 pm)

#### **Absent:**

Public Works Manager: (vacant)

#### **Resolution No.**

2024-525

#### Additions to Agenda

**Moved by:** Councillor Division No. 4 Nordstrom

"That we add the following item to the agenda under Closed Session - Employee-Related Matters:

22.8 - Office Services Clerk - Reception - Amy Kozak."

**CARRIED**

#### **Resolution No.**

2024-526

#### Approval of Agenda

**Moved by:** Councillor Division No. 6 Jordison

"That we approve the agenda as amended."

**CARRIED**

### **Declaration of Conflict of Interest**

*Councillor Glenda Schlosser declared a conflict of interest with respect to agenda item 8.1.1, an invoice from Big Rock Trucking Ltd. Councillor Schlosser is an owner of Big Rock Trucking Ltd.*

*Councillor Cody Jordison declared a conflict of interest with respect to agenda items 22.2 and 22.3 pertaining to a personal cell phone allowance for the Assistant Chief Administrative Officer and modification of the Municipal Office hours. Councillor Jordison's spouse, Krystal Strong, is the Assistant Chief Administrative Officer and works in the Municipal Office.*

### **Public Works Reports**

**Resolution No. 2024-527      Repair Grid No. 641 (Pense) Bridge #221-19-30 - Change Order No. 3**  
**Moved by:** Councillor Division No. 2 Schlosser

"That we approve the signing of Change Order #3 with Western Infrastructure Renewal Inc. to excavate dirt between the pier and abutment on the west side of the Grid No. 641 Bridge #221-19-30, at a cost of \$9,650 (plus tax)." **CARRIED**

**Division 5 Councillor, Trent Catley arrived at the meeting at 7:30 pm.**

### **Planning and Development Applications and Reports**

**Resolution No. 2024-528      Subdivision Application 2024-041 - Parcel F, Plan 102400265**  
**Moved by:** Councillor Division No. 4 Nordstrom

"That we table the proposed subdivision of land legally described as Parcel F, Plan 102400265, and request that administration can bring back water supply information from the original subdivision application." **CARRIED**

### **Oath of Office - Trent Catley**

Trent Catley recited the Oaths/Affirmations of an Elected Official and signed same.

**Director of Planning and Development, Aimee Bryck left for the remainder of the meeting at 7:51 pm.**

### **Financial Reports**

**Resolution No. 2024-529      Bank Reconciliation**  
**Moved by:** Councillor Division No. 2 Schlosser

"That the Bank Reconciliation for the period ending October 31, 2024, be accepted as presented." **CARRIED**

**Resolution No. 2024-530      Financial Statement - October 31, 2024**  
**Moved by:** Councillor Division No. 2 Schlosser

"That the Financial Statement for the period ending October 31, 2024, be accepted as presented." **CARRIED**

**Resolution No. 2024-531      Signing Authorities**  
**Moved by:** Councillor, Division No. 1 Skolney

"That any two of the following are authorized to act as signing authorities for the RM of Lumsden No. 189: Reeve, Chief Administrative Officer, Assistant Chief Administrative Officer, Director of Finance." **CARRIED**

### **Accounts for Approval**

**Resolution No. 2024-532      List of Accounts - November 28, 2024**  
**Moved by:** Councillor, Division No. 5 Catley

"That the list of accounts attached as Schedule "A" is approved for payment." **CARRIED**

### **Conflict Declared**

*Councillor Glenda Schlosser declared a conflict of interest with respect to the invoice from Big Rock Trucking Ltd., a company she owns. Councillor Schlosser abstained from discussion and voting on the matter and left the council chambers at 8:11 pm.*

**Resolution No.      List of Accounts - Big Rock Trucking Ltd.**

2024-533      **Moved by:** Councillor, Division No. 1 Skolney

"That invoice #6363 from Big Rock Trucking Ltd., attached as Schedule "B", is approved for payment."

**CARRIED**

### **Conflict - Returned to Chambers**

*At the conclusion of discussion and voting on the matter, Councillor Glenda Schlosser returned to the council chambers at 8:16 pm.*

### **Adoption of Minutes**

**Resolution No.      November 6, 2024 - Joint Administration Committee Meeting**

2024-534      **Moved by:** Councillor Division No. 2 Schlosser

"That the minutes of the November 6, 2024 - Joint Administration Committee Meeting be approved, as circulated."

**CARRIED**

**Director of Finance, Ryan Haresign, left for the remainder of the meeting at 8:17 pm.**

**Resolution No.      November 7, 2024 - Regular Council Meeting**

2024-535      **Moved by:** Councillor Division No. 4 Nordstrom

"That the minutes of the November 7, 2024 - Regular Council Meeting be approved, as circulated."

**CARRIED**

**Resolution No.      November 17, 2024 - Employee Committee Meeting**

2024-536      **Moved by:** Councillor Division No. 4 Nordstrom

"That the minutes of the November 17, 2024 - Employee Committee Meeting be approved, as circulated."

**CARRIED**

### **Committee Reports**

#### **Joint Administration Committee Report - November 6, 2024**

**Resolution No.      Lumsden & District Fire Department - 5-Year Capital Plan**

2024-537      **Moved by:** Councillor, Division No. 1 Skolney

"That we agree with the recommendation of the Joint Administration Committee and approve the Lumsden & District Fire Department's 5-Year Capital Plan as per Schedule "C"."

**CARRIED**

**Resolution No.      Municipal Office Server Components**

2024-538      **Moved by:** Councillor Division No. 4 Nordstrom

"That we agree with the recommendation of the Joint Administration Committee and purchase a replacement backup power supply unit (UPS) for the office server, as well as an 8-port switch at a cost of \$6,596.85 plus taxes, to be shared equally by both municipalities."

**CARRIED**

**Resolution No.      Accept Joint Administration Committee Meeting Report - November 6, 2024**

2024-539      **Moved by:** Councillor Division No. 4 Nordstrom

"That the Joint Administration Committee Meeting Report be accepted as presented verbally by Councillor Schlosser."

**CARRIED**

**New Business**

**Conflict Declared**

Councillor Trent Catley *declared a conflict of interest with respect to agenda item 15.1, being the application he has made on behalf of the Kennell South Snow Plow Club. Councillor Catley abstained from discussion and voting on the matter and left the council chambers at 8:26 pm.*

**Resolution No.**     **Snow Plow Club Agreements**  
2024-540     **Moved by:** Councillor Division No. 6 Jordison

"That we approve the following Snow Plow Club Agreements for the 2024-2025 season as reviewed by the Public Works Foreman:

Div #	Snow Plow Club	Mileage	Operators
5	Colina	2.5 miles	Ken Christoph and Rod Waggoner
5	Kennell South Snow Plow Club	22 miles	Trent Catley, Ken Small, Chris Deal, Dave Terlesky, Barry Hall."

**CARRIED**

**Conflict - Returned to Chambers**

*At the conclusion of discussion and voting on the matter, Councillor Trent Catley returned to the council chambers at 8:27 pm.*

**Reports of Administration**

**Resolution No.**     **Council Update**  
2024-541     **Moved by:** Councillor Division No. 2 Schlosser

"That the report of the Chief Administrative Officer be accepted as presented."

**CARRIED**

**Appointments**

**Resolution No.**     **Deputy Reeve Appointment**  
2024-542     **Moved by:** Councillor Division No. 2 Schlosser

"That we agree to appoint Councillor Jordison as the Deputy Reeve until January 15, 2025."

**CARRIED**

**Resolution No.**     **Communications**  
2024-543     **Moved by:** Councillor Division No. 6 Jordison

"That the following communications and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:  
a. Regina and District Association of Rural Municipalities - 98th Annual Meeting January 9-10 2025  
b. South Shore First Responders Board Meeting - October 8, 2024 Minutes  
c. Miscellaneous."

**CARRIED**

**Bylaws**

**Resolution No.**     **Bylaw No. 2024-07 - New Building Bylaw - 1st Reading**  
2024-544     **Moved by:** Councillor Division No. 6 Jordison

"That Bylaw No. 2024-07, being the Building Bylaw, be read a first time." **CARRIED**

**Youth Member, Corbin Jenkins, left for the remainder of the meeting at 9:30 pm.**

**Resolution No.**     **Closed Session**  
2024-545     **Moved by:** Councillor, Division No. 1 Skolney

"That we move into Closed Session at 9:30 pm for the purpose of discussing strategic planning as allowed pursuant to Section 120 of *The Municipalities Act*, with staff to be included in the session." **CARRIED**

### Rise from Closed Session

At 9:36 pm, Council left the Closed Session and returned to the open meeting.

**Assistant Chief Administrative Officer, Krystal Strong, left for the remainder of the meeting at 9:36 pm.**

**Resolution No.      Closed Session - LAFOIP S. 16(1)(b) Employee-Related Matters**

2024-546      **Moved by:** Councillor Division No. 2 Schlosser

"That we move into Closed Session at 9:37 pm for the purpose of discussing employee-related matters as allowed pursuant to Section 120 of *The Municipalities Act* (LAFOIP S. 6(1)(b)), with the Chief Administrative Officer to be included in the session."

**CARRIED**

### Conflict Declared

*Councillor Cody Jordison declared a conflict of interest with respect to agenda items 22.2 and 22.3 pertaining to a personal cell phone allowance for the Assistant Chief Administrative Officer and modification of the Municipal Office hours. Councillor Jordison's spouse, Krystal Strong, is the Assistant Chief Administrative Officer and works in the Municipal Office. Councillor Jordison abstained from discussion and voting on the matter and left the council chambers at 9:37 pm.*

### Rise from Closed Session

At 9:47 pm, Council left the Closed Session and returned to the open meeting.

**Resolution No.      Assistant Chief Administrative Officer - Personal Cell Phone Allowance**

2024-547      **Moved by:** Councillor, Division No. 1 Skolney

"That we accept the recommendation of the Joint Administration Committee and agree to provide the Assistant Chief Administrative Officer with a \$55 monthly personal cell phone allowance, effective November 1, 2024."

**CARRIED**

**Resolution No.      Modify Municipal Office Hours**

2024-548      **Moved by:** Councillor, Division No. 3 Forster

"That we accept the recommendation of the Joint Administration Committee to permit the modification of the municipal office hours by closing to the public each day from 8:00 am to 9:00 am to provide staff with uninterrupted time to commit to projects that require a quiet environment, further, this modification is on a trial basis with the Chief Administrative Officer to report back to the Committee in 3-6 months."

**CARRIED**

### Conflict - Returned to Chambers

*At the conclusion of discussion and voting on the matter, Councillor Cody Jordison returned to the council chambers at 9:48 pm*

**Resolution No.      Closed Session - Employee-Related Matters**

2024-549      **Moved by:** Councillor, Division No. 5 Catley

"That we move into Closed Session at 9:49 pm for the purpose of discussing employee-related matters as allowed pursuant to Section 120 of *The Municipalities Act* (LAFOIP S. 6(1)(b)), with the Chief Administrative Officer included in the session."

**CARRIED**

### Rise from Closed Session

At 10:40 pm, Council left the Closed Session and returned to the open meeting.

**Resolution No.      Resignation - Sarah Kowalchuk**

2024-550      **Moved by:** Councillor Division No. 4 Nordstrom

"That we accept, with regret, the resignation of Sarah Kowalchuk, Office Services Clerk - Reception, effective end of day November 19, 2024."

**CARRIED**

**Resolution No.      Employee Committee Meeting Report**

2024-551      **Moved by:** Councillor Division No. 4 Nordstrom

"That the Employee Committee Report be accepted as presented verbally by Councillor Schlosser."

**CARRIED**



- Resolution No.**      **Public Works Foreman - Job Description**  
2024-552      **Moved by:** Councillor Division No. 6 Jordison
- "That we accept the recommendation of the Employee Committee and adopt the Public Works Foreman's job description, as amended, as per Schedule "D", and further, that this job description be reviewed in twelve (12) months."      **CARRIED**
- Resolution No.**      **Public Works Foreman - Salary Grid**  
2024-553      **Moved by:** Councillor Division No. 2 Schlosser
- "That we accept the recommendation of the Employee Committee and adopt the Public Works Foreman's revised Salary Grid, to come into effect January 1, 2025 as per Schedule "E"; and further, that the Foreman's salary for the 2025 calendar year, be Step 9 of the revised Salary Grid."      **CARRIED**
- Resolution No.**      **2025 Cost of Living Adjustment and Step Recommendations**  
2024-554      **Moved by:** Councillor Division No. 4 Nordstrom
- "That we accept the recommendation of the Employee Committee and increase the 2024 Public Works Salary Grids by 1.375% for the year 2025; and That we approve the following 2025 step change:  
Tim Keirl - Heavy Equipment Operator - Step 5 effective March 30, 2025." **CARRIED**
- Resolution No.**      **Office Services Clerk - Reception - Amy Kozak**  
2024-555      **Moved by:** Councillor, Division No. 5 Catley
- "That we acknowledge the Chief Administrative Officer's hiring of Amy Kozak, to fill a vacancy, as a permanent, full-time Office Services Clerk - Reception, effective December 16, 2024 with a probationary period of 13 weeks; and That we approve a wage at Step 11 of the 2024 Joint Administration Wage Grid, being \$28.01."      **CARRIED**
- Resolution No.**      **Adjournment**  
2024-556      **Moved by:** Councillor Division No. 4 Nordstrom
- "That we adjourn the meeting at 10:41 pm."      **CARRIED**

  
Reeve

  
Chief Administrative Officer