



RURAL MUNICIPALITY OF
L U M S D E N
NO. 189

Rural Municipality of Lumsden No.189
Meeting Minutes
Regular Council Meeting December 17, 2020 - 1:00 PM

Call to Order

The Lumsden Rural Municipal Council convened their Regular Meeting via electronic means (Zoom) on Thursday, December 17, 2020 at 1:00 p.m. with Reeve Kent Farago presiding.

Present:

Reeve: Kent Farago
Councillors: Jeremy Andrew, Glenda Schlosser, Derek Neuls, John Langford, Cody Jordison
Chief Administrative Officer: Monica M. Merkosky
Director of Finance: Ryan Haresign
Junior Planner: Jessica Russell
Assistant Administrator: Krystal Strong
Public Works Manager: Leighton Watts

Absent:

Councillor: Cody Garbutt

- Resolution No. 2020-493** **Additions to Agenda**
Moved by: Councillor Jordison
"That we add the following item to the agenda under Financial Reports:
- Additional invoices added to the List of Accounts." **CARRIED**
- Resolution No. 2020-494** **Approval of Agenda**
Moved by: Councillor Langford
"That we approve the agenda as amended" **CARRIED**
- Resolution No. 2020-495** **Declaration of Conflict of Interest**
Councillor Cody Jordison declared a conflict of interest with respect to agenda items 9.1.9, 9.1.10 and 9.1.11. **CARRIED**
- Resolution No. 2020-496** **Public Works Reports**
Moved by: Councillor Langford
"That we approve the Public Works report, as presented." **CARRIED**
- Financial Reports**
- Resolution No. 2020-497** **Annual Declaration - Municipal Revenue Sharing Grant**
Moved by: Councillor Jordison
"That we submit the Municipal Revenue Sharing Grant Declaration of Eligibility for 2020-2021, as attached as Schedule "A" hereto and forming a part of these minutes." **CARRIED**
- Resolution No. 2020-498** **List of Accounts - December 17, 2020**
Moved by: Councillor Neuls
"That the list of accounts attached as Schedule "B" hereto and forming a part of these minutes are hereby approved." **CARRIED**
- Resolution No. 2020-499** **Bank Reconciliation - October 2020**
Moved by: Councillor Schlosser
"That the Bank Reconciliation for the month ended October 31, 2020 be accepted as presented." **CARRIED**

Resolution No. 2020-500 **Financial Statement - October 2020**
Moved by: Councillor Langford
"That the Financial Statement for the month ended October 31, 2020 be accepted as presented."
CARRIED

Director of Finance, Ryan Haresign, left the meeting.

Planning and Development Applications and Reports

Resolution No. 2020-501 **Dev. App. #2020-049 Discretionary Use (Seven Meadow Farms Ltd.)**
Moved by: Councillor Jordison
"That we agree to refer Development Application #2020-049 submitted by Seven Meadow Farms Ltd for a Cidery, to Crosby Hanna & Associates for their review and recommendations, and;
That Administration discuss water consumption resulting from this proposed cidery with the appropriate authority."
CARRIED

Resolution No. 2020-502 **Colhoun Commercial Subdivision Application - Draft Servicing Agreement**
Moved by: Councillor Langford
"That having reviewed the requested amendments to the draft Servicing Agreement related to a Commercial Subdivision in Parcel C, Plan 101443823, we inform our consultant to make the following amendments:

- The municipality agrees with the request to remove the requirement to install gas and telephone utilities;
- The municipality agrees with the request to amend Subsection 12.2 and extend the time required to complete the works to no later than October 31, 2023;
- The municipality does not agree with the suggestion that the court-ordered reclamation plan for the subject parcel be included in the Servicing Agreement, and;
That the municipality will inquire with Crosby Hanna & Associates as to whether the 2015 geotechnical report should be included in the Servicing Agreement."

CARRIED

Adoption of Minutes

Resolution No. 2020-503 **Regular Council Meeting - November 26, 2020**
Moved by: Councillor Schlosser
"That the minutes of the November 26, 2020 Regular Council meeting be approved, as circulated."
CARRIED

Resolution No. 2020-504 **Joint Administration Committee Meeting - December 9, 2020**
Moved by: Councillor Schlosser
"That the minutes of the December 9, 2020 Joint Administration Committee meeting be approved, as circulated."
CARRIED

Resolution No. 2020-505 **Finance Committee Meeting - December 10, 2020**
Seconded by: Councillor Andrew
"That the minutes of the December 10, 2020 Finance Committee meeting be approved, as circulated."
CARRIED

Resolution No. 2020-506 **Public Works Committee Meeting - December 11, 2020**
Moved by: Councillor Jordison
"That the minutes of the December 11, 2020 Public Works Committee meeting be approved, as circulated."
CARRIED

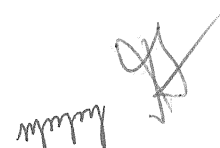
Resolution No. 2020-507 **Employee Committee Meeting - December 15, 2020**
Moved by: Councillor Langford
"That the minutes of the December 15, 2020 Employee Committee meeting be approved, as circulated."
CARRIED

Resolution No. 2020-508 **Finance Committee Meeting - December 16, 2020**
Moved by: Councillor Andrew
"That the minutes of the December 16, 2020 Finance Committee meeting be approved, as circulated."
CARRIED

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Committee Reports

- Resolution No. 2020-509** **Joint Administration Committee Meeting Report - December 9, 2020**
Moved by: Councillor Schlosser
- "That the Joint Administration Committee Meeting report be accepted as presented." **CARRIED**
- Resolution No. 2020-510** **Fire Department - 5-Year Capital Plan**
Moved by: Councillor Langford
- "That we agree with the recommendation of the Joint Administration Committee and adopt the Lumsden & District Fire Department's 5-year Capital Plan attached to these minutes as Schedule 'C'." **CARRIED**
- Resolution No. 2020-511** **Municipal Office - 2021 IT Report/Budget**
Moved by: Councillor Neuls
- "That we agree with the recommendation of the Joint Administration Committee and approve the 2021 IT purchases as follows:
1. \$1,300.00 -1 new desktop Intel-7 10th generation processor with 16GB RAM & SSD and 3 year on-site warranty (Replace Director of Planning and Development's Desktop).
 2. \$1,750.00 – 1 new 17" laptop, Intel-7 10th generation processor with 16GB RAM & 512 SSD & 1TB HDD, NVIDIA® GeForce® GTX 1660 Ti 6GB, 720p HD Camera, 5-year on-site warranty. (Replace – CAO's Laptop)
 3. \$2,000.00 - Server Upgrade
 4. \$950.00 – Network Attached Storage Upgrade." **CARRIED**
- Resolution No. 2020-512** **Municipal Office - Phone System Replacement**
Moved by: Councillor Schlosser
- "That we agree with the recommendation of the Joint Administration Committee and budget for the replacement of the current municipal office phone system." **CARRIED**
- Resolution No. 2020-513** **Municipal Building Upgrades**
Moved by: Councillor Langford
- "That we agree with the recommendation of the Joint Administration Committee and budget for the replacement of 11 window blinds (\$1,166 each municipality) and the replacement of the carpet on the upper level of the municipal office (\$1,500 each municipality)." **CARRIED**
- Resolution No. 2020-514** **Future Municipal Building**
Moved by: Councillor Langford
- "That we agree with the recommendation of the Joint Administration Committee and budget \$100,000 as a reserve for a future municipal building." **CARRIED**
- Resolution No. 2020-515** **2020 Salary Grid - Junior Planner**
Moved by: Councillor Langford
- "That we agree with the recommendation of the Joint Administration Committee and adopt the 2020 Salary Grid for the new Junior Planner position, effective May 4, 2020, attached to these minutes as Schedule 'D'." **CARRIED**
- Resolution No. 2020-516** **Chief Administrative Officer - Contract**
Moved by: Councillor Schlosser
- "That we table this matter to be discussed in the Closed Session for Employee-Related Matters at the end of this agenda." **CARRIED**
- Conflict Declared**
- Councillor Cody Jordison declared a conflict of interest with respect to agenda items 9.1.9, 9.1.10 and 9.1.11 that involve his spouse, Krystal Strong. Councillor Jordison abstained from discussion and voting on the matter and left the Zoom meeting at 2:05 pm.*
- Resolution No. 2020-517** **Joint Administration - Cost of Living Determination**
Moved by: Councillor Neuls
- "That we agree with the recommendation of the Joint Administration Committee to exclude the salary percentage increases used by both the Urban and Rural Administrators' Associations when determining the annual 'cost of living' increase for staff who fall under the Joint Administration umbrella." **CARRIED**



- Resolution No. 2020-518** **2021 Joint Administration Salary/Wage - Cost of Living Adjustment**
Moved by: Councillor Langford
- "That we agree with the recommendation of the Joint Administration Committee and approve an increase to the 2020 salary grids of 0.73% as it relates to the 2021 salary/wages for staff who fall under the Joint Administration umbrella." **CARRIED**
- Resolution No. 2020-519** **2021 Joint Administration - Salary Steps**
Moved by: Councillor Schlosser
- "That we agree with the recommendation of the Joint Administration Committee and approve the following Joint Administration employee 2021 salary/wage steps:
- | | | | |
|-----------------|------------------------------|--------------------|-----------------------|
| Krystal Strong | Assistant Administrator | Step 11 (maximum) | |
| Ryan Haresign | Director of Finance | Step 11 (maximum) | |
| Kaylee Grainger | Office Services Clerk (Recp) | Step 5 to Step 6 | Effective Feb 1, 2021 |
| Melissa Lenuik | Office Services Clerk (Acct) | Step 3 to Step 4 | Effective Jun 1, 2021 |
| Alyssa Lawford | Office Services Clerk (Comm) | Step 8 to Step 9 | Effective Feb 1, 2021 |
| Jessica Russell | Junior Planner | Step 2 to Step 3 | Effective May 1, 2021 |
| Marla Lillejord | Office Services Clerk (Acct) | Step 11 (maximum). | |
- CARRIED**
- Conflict - Return to Meeting**
- At the conclusion of voting on the matters, Councillor Cody Jordison returned to the Zoom meeting at 2:11 pm*
- Resolution No. 2020-520** **Organizational Chart Amendment**
Moved by: Councillor Langford
- "That we agree with the recommendation of the Joint Administration Committee and adopt the updated organizational chart." **CARRIED**
- Resolution No. 2020-521** **Finance Committee Meeting Report - December 10, 2020**
Moved by: Councillor Schlosser
- "That the Finance Committee Meeting report of December 10, 2020, be accepted as resented." **CARRIED**
- Resolution No. 2020-522** **Financial Reserve Policy**
Moved by: Councillor Andrew
- "That we agree to add reserves to the Financial Reserve Policy for a Municipal Office and a Public Works Shop." **CARRIED**
- Resolution No. 2020-523** **Grader Replacement Schedule**
Moved by: Councillor Jordison
- "That we approve the Grader Replacement Schedule as per Schedule 'E'." **CARRIED**
- Resolution No. 2020-524** **Capital Equipment Schedule**
Moved by: Councillor Neuls
- "That we approve the Capital Equipment Schedule as per Schedule 'F'." **CARRIED**
- Resolution No. 2020-525** **Public Works Committee Meeting Report - December 11, 2020**
Moved by: Councillor Jordison
- "That the Public Works Committee report be accepted as presented." **CARRIED**
- Resolution No. 2020-526** **Rescind Resolution #2020-525**
Moved by: Councillor Langford
- "That we agree to rescind resolution number 2020-525." **CARRIED**
- Resolution No. 2020-527** **Public Works Committee Meeting Report - December 11, 2020**
Moved by: Councillor Langford
- "That the Public Works Committee report be accepted as presented." **CARRIED**
- Resolution No. 2020-528** **Employee Committee Meeting Report - December 15, 2020**
Moved by: Councillor Andrew
- "That the Employee Committee Meeting report be accepted as presented." **CARRIED**

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Resolution No. 2021 Salary/Wage Steps and Cost of Living Adjustment
2020-529 **Moved by:** Councillor Andrew

"That we agree with the Employee Committee recommendation and increase the 2020 Public Works Salary Grid by 0.73% for the year 2021; and
That we agree to the following 2021 step changes for Public Works Employees (assuming a position is available for those currently laid off):

Glass, Rodney	Seasonal Equipment Operator	Remains at Step 5	
Schmidt, Kelly	Year Round Heavy Equipment Operator	Moves to Step 5 effective July 1, 2021	
Cooper, Brian	Seasonal Heavy Equipment Operator	Remains at Step 5	
Nicholson, David	Seasonal Heavy Equipment Operator	Remains at Step 5	
Lovering, John	Year Round Heavy Equipment Operator	Moves to Step 4 effective July 1, 2021	
Marvin, Nicholas	Year Round Heavy Equipment Operator	Moves to Step 5 effective April 1, 2021	
Haynes, Scott	Public Works Foreman	Remains at Step 5	
Watts, Leighton	Public Works Manager	Remains at Step 10."	CARRIED

Resolution No. Finance Committee Meeting Report - December 16, 2020
2020-530 **Moved by:** Councillor Neuls

"That the Finance Committee Meeting report for December 16, 2020 be accepted as presented."
CARRIED

Resolution No. Bridge Projects Schedule
2020-531 **Moved by:** Councillor Jordison

"That we approve the Bridge Projects Schedule as per Schedule 'G'."
CARRIED

Resolution No. Road Projects Schedule
2020-532 **Moved by:** Councillor Jordison

"That we approve the Road Projects Schedule as per Schedule 'H'."
CARRIED

Unfinished Business

Resolution No. Amended Road Development Policy
2020-533 **Moved by:** Councillor Schlosser

"That we agree to adopt the amended Road Development Policy, attached to these minutes as Schedule 'I'."
CARRIED

Resolution No. Beaver Bounty Hunter Policy
2020-534 **Moved by:** Councillor Langford

"That we adopt the Beaver Bounty Hunter Policy attached hereto and forming a part of these minutes as Schedule 'J'."
CARRIED

New Business

Junior Planner, Jessica Russell, left the meeting.

Resolution No. 2021 Council Remuneration
2020-535 **Moved by:** Councillor Jordison

"That, having given the required Public Notice, and in accordance with Section 82 of *The Municipalities Act*, and in consideration of the Consumer Price Index (with the exception of the travel rate) we agree to fix the following remuneration rates for 2021:
-\$259.00 per day for Councillors attending council and committee meetings,
-\$304.00 per day for the Reeve attending council and committee meetings,
-For all other meetings attended by the Reeve and Councillors on behalf of the municipality including "Special Ratepayer's Meetings" and other such meetings called by council from time to time and dealing with specific municipal programs the same rates shall apply; and
-That, the per diem be based on a meeting time period exceeding 3 hours and meetings of 3 hours in length or less be at a rate of (\$172.00) for Councillors and (\$219.00) for the Reeve; and
-That, an hourly rate for Reeve and Councillors attending to divisional or office supervision be set at (\$40.00); and
-That, a rate of \$0.50 (50 cents) per kilometer be designated for reimbursement of all travel necessary for attendance of the aforementioned meetings and supervision; and
-That, time spent travelling to/from a meeting, function, RM business, etc. is to be included when determining if the per diem rate is more or less than 3 hours; and
That, rooms be reimbursed only when meetings require an overnight stay; and
-That, meals be reimbursed, upon submission of receipts, when attending municipal business and when regular or special Council meetings when the meeting time exceeds 5 hours."
CARRIED

Resolution No. 2020-536 Tax Enforcement - Proceed to Acquire Title
Moved by: Councillor Schlosser

That TAXervice, on behalf of the Rural Municipality of Lumsden No. 189, be authorized to proceed under the *Tax Enforcement Act* to acquire title for the following described lands:

Alternate #	Legal Land Description	Title #
535000500-010	Lot 6 Block 1 Plan 101986678	137426711
535000550-010	Lot 7 Block 1 Plan 101986678	137426362
535000600-010	Lot 8 Block 1 Plan 101986678	137426586
535000650-010	Lot 9 Block 1 Plan 101986678	137426913
535000700-010	Lot 10 Block 1 Plan 101986678	137426799
535000800-010	Lot 11 Block 1 Plan 101986678	137425956
535000850-010	Lot 12 Block 1 Plan 101986678	137425967
535000950-010	Block X Plan 101986678	137426182
535001100-010	Lot 13 Block 1 Plan 101986678	137425945
535001150-010	Lot 14 Block 1 Plan 101986678	137426766
535001200-010	Lot 15 Block 1 Plan 101986678	137426632
535001250-010	Lot 16 Block 1 Plan 101986678	137426777
535001350-010	Lot 17 Block 1 Plan 101986678	137426418
535001400-010	Lot 18 Block 1 Plan 101986678	137426687
535001450-010	Lot 19 Block 1 Plan 101986678	137426698
535001500-010	Lot 20 Block 1 Plan 101986678	137426430."

CARRIED

Resolution No. 2020-537 2020-2021 Snow Plow Club Agreements
Moved by: Councillor Langford

"That we approve the following Snow Plow Club Agreements for the 2020-2021 season as reviewed by the Public Works Manager:

Div #	Snow Plow Club	Mileage	Operators
1 amp; 4	Ravenswood	12 miles	Mitch Wilcocks Russell Hamann
5	Kennell South	22 miles	Erwin Bateman Conrad Doidge Chris Deal Dave Terlesky Barry Hall."

CARRIED

Resolution No. 2020-538 SK Public Safety Agency - 2021 Fire Dispatch Contract & Invoice
Moved by: Councillor Schlosser

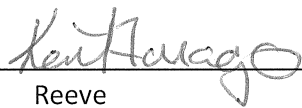
"That we table the matter of the SK Public Safety Agency's 2021 Fire Dispatch Contract and Invoice until the next meeting."

CARRIED

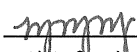


- Resolution No. 2020-539 Lumsden Sports Association - Financial Support Request**
Moved by: Councillor Jordison
- "That we forward the Lumsden Sports Association's request for financial assistance to the Finance Committee for their review and recommendation." **CARRIED**
- Reports of Administration**
- Resolution No. 2020-540 Council Update**
Moved by: Councillor Schlosser
- "That the report of the Chief Administrative Officer be accepted as presented." **CARRIED**
- Resolution No. 2020-541 Proposed Custom Spraying Program**
Moved by: Councillor Jordison
- "That we adopt the Custom Spraying Program as proposed by the Weed Inspector and Administration." **CARRIED**
- Appointments**
- Resolution No. 2020-542 Lumsden & District Heritage Home Representative - Gail Russell**
Moved by: Councillor Langford
- "That we appoint Gail Russell as one of our representatives on the Lumsden & District Heritage Home Board effective immediately." **CARRIED**
- Resolution No. 2020-543 Communications**
Moved by: Councillor Schlosser
- "That the following communications and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:
- a. RM of Longlaketon No. 219 - Appt of J. Solberg to Lumsden & Area Weed Mgmt Area
 - b. Town of Lumsden - Appt of L. Niedzielski to District Board of Revision (Secretary)
 - c. Town of Lumsden - Appt of L. Holloway to District Board of Revision
 - d. Town of Lumsden - Appt of J. Atcheson to District Board of Revision
 - e. Town of Regina Beach - Appt. of S. Langford & M. Oldershaw to IMUC
 - f. Transitional Solutions Inc. - Consulting Services
 - g. SK Public Safety Agency (SPSA) - Programs & Services
 - h. Canadian Pacific - Offering Rail Safety & Emerg. Response Presentation
 - i. SARM - Deadline for Annual Convention Resolutions
 - j. SMHI - 2020 Claims Report
 - k. Miscellaneous."
- CARRIED**
- Bylaws**
- Resolution No. 2020-544 Bylaw No. 2020-13 - Deer Valley Traffic Bylaw - 1st Reading**
Moved by: Councillor Schlosser
- "That Bylaw No. 2020-13, being the Deer Valley Traffic Bylaw, be read a first time." **CARRIED**
- Resolution No. 2020-545 Bylaw No. 2020-13 - Deer Valley Traffic Bylaw - 2nd Reading**
Moved by: Councillor Neuls
- "That Bylaw No. 2020-13, the Deer Valley Traffic Bylaw, be read a second time." **CARRIED**
- Resolution No. 2020-546 Bylaw 2020-13 - Deer Valley Traffic Bylaw - Given 3 Readings**
Moved by: Councillor Jordison
- "That Bylaw No. 2020-13, the Deer Valley Traffic Bylaw, be given 3 readings at this meeting." **CARRIED UNANIMOUSLY**
- Resolution No. 2020-547 Bylaw 2020-13 - Deer Valley Traffic Bylaw - 3rd Reading**
Moved by: Councillor Langford
- "That Bylaw No. 2020-13, being a bylaw for Deer Valley Traffic, be read a third time, adopted, signed and sealed." **CARRIED**
- Resolution No. 2020-548 Bylaw No. 2020-14 - Zoning Bylaw Amendment - Consolidated Maps**
Moved by: Councillor Schlosser
- "That Bylaw No. 2020-14, being a bylaw to amend the Zoning Bylaw to incorporate consolidated maps, be read a first time." **CARRIED**

- Resolution No.** Closed Session
2020-549 **Moved by:** Councillor Jordison
- "That we move into Closed Session at 3:29 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**
- Resolution No.** Rise from Closed Session
2020-550 **Moved by:** Councillor Langford
- "That we rise from the Closed Session and return to the open meeting at 3:55 pm." **CARRIED**
- Resolution No.** Closed Session - LAFOIP S. 16(1)(b) Employee-Related Matters
2020-551 **Moved by:** Councillor Jordison
- "That we move into Closed Session at 3:56 pm for the purpose of discussing employee-related matters as allowed pursuant to Section 120 of *The Municipalities Act* (LAFOIP S. 16(1)(b)), with staff to be included from the session, with the exception of the CAO." **CARRIED**
- Resolution No.** Rise from Closed Session
2020-552 **Moved by:** Councillor Jordison
- "That we rise from the Closed Session and return to the open meeting at 4:09 pm" **CARRIED**
- Resolution No.** Chief Administrative Officer - Contract
2020-553 **Moved by:** Councillor Jordison
- "That we agree with the recommendation of the Joint Administration Committee to amend the proposed contract for Monica Merkosky, CAO for the Town and RM of Lumsden, and send the contract back to each Council for their ratification." **CARRIED**
- Resolution No.** Adjournment
2020-554 **Moved by:** Councillor Jordison
- "That we adjourn the meeting at 4:15 pm." **CARRIED**



Reeve



Chief Administrative Officer