



Town of Lumsden
Meeting Minutes
Regular Council Meeting May 21, 2024 - 6:30 PM

Call to Order

The Lumsden Town Council convened their Regular Meeting in the Council Chambers of the Municipal Office and via Zoom on Tuesday, May 21, 2024 at 6:30 pm.

Present:

Mayor: Bryan Matheson

Councillors: Verne Barber, Jenelle Brennan, Rhonda Phillips, Byron Tumbach

Chief Administrative Officer: Monica M. Merkosky (via Zoom, attended from 6:30 pm to 8:11 pm)

Assistant Chief Administrative Officer: Krystal Strong

Director of Finance: Ryan Haresign (via Zoom, attended from 6:30 pm to 7:14 pm)

Director of Planning and Development: Aimee Bryck (via Zoom, attended from 6:30 pm to 8:42 pm)

Public Works Superintendent: Jeff Carey (attended from 6:30 pm to 6:40 pm)

Communications Clerk: Alyssa Riemer (attended from 6:30 pm to 8:42 pm)

Absent:

Councillors: Ashlee Longmoore, Jim Rawlings

"We would like to begin by acknowledging that we are on the traditional lands, referred to as Treaty 4 territory, and that the Town of Lumsden is located on Treaty 4 territory, the original lands of the Cree, Ojibwe, Saulteaux, Dakota, Nakota, Lakota, and on the homeland of the Métis."

Resolution No. Additions to Agenda (subject to majority vote of council)

2024-214

Moved by: Councillor Brennan

Seconded by: Councillor Tumbach

"That we agree to add the following item to the agenda under New Business:

- Rock of the Valley Community Church - Request to use Lions Park."

CARRIED

Resolution No. Approval of Agenda

2024-215

Moved by: Councillor Barber

Seconded by: Councillor Phillips

"That we approve the agenda as amended."

CARRIED

Declaration of Conflict of Interest

Councillor Jenelle Brennan declared a conflict of interest with respect to item 7.2, the List of Accounts which includes a payroll payment to her spouse, Liam Brennan, Arena Manager, which is a shared position between the Lumsden Sports Centre and the Town of Lumsden.

Resolution No. Public Works Reports

2024-216

Moved by: Councillor Tumbach

Seconded by: Councillor Brennan

"That we accept the Public Works Report as presented verbally by Superintendent Jeff Carey."

CARRIED

Public Works Superintendent, Jeff Carey, left for the remainder of the meeting at 6:40 pm.

Financial Reports

Resolution No. Bank Reconciliation - April 30, 2024
2024-217 **Moved by:** Councillor Phillips
Seconded by: Councillor Brennan

"That we accept the Bank Reconciliation, specific to Conexus, for the period ending April 30, 2024, as presented." **CARRIED**

Account for Approval

Resolution No. List of Accounts - May 21, 2024
2024-218 **Moved by:** Councillor Tumbach
Seconded by: Councillor Barber

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

Conflict Declared - Councillor Brennan

Councillor Jenelle Brennan declared a conflict of interest with respect to the List of Accounts which includes a payroll payment to her spouse, Liam Brennan, Arena Manager, which is shared position between the Lumsden Sports Association and the Town of Lumsden. Councillor Brennan abstained from discussion and voting on the matter and left the Council Chambers at 6:45 pm.

Resolution No. Payroll - Additional Accounts May 21, 2024
2024-219 **Moved by:** Councillor Barber
Seconded by: Councillor Phillips

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

Conflict Returned

At the conclusion of discussion and voting on the matter, Councillor Brennan returned to the council chambers at 6:46 pm.

Financial Reports - Continued

Resolution No. 2024 Budget and Mill Rate
2024-220 **Moved by:** Councillor Tumbach
Seconded by: Councillor Barber

"That we apply a 5% decrease to the 2023 uniform mill rate, resulting in a mill rate of 7.4870 for the 2024 taxation year and approve the 2024 budget as per Schedule "C". " **CARRIED**

Director of Finance, Ryan Haresign, left for the remainder of the meeting at 7:14 pm.


Resolution No. Public Hearings
2024-221 **Moved by:** Councillor Brennan
Seconded by: Councillor Phillips

"That we agree to recess the meeting at 7:14 pm for the purpose of holding a Public Hearing for Zoning Bylaw Amendment Bylaw No. 2024-04." **CARRIED**

7:00 - Public Hearing for Bylaw No. 2024-04 - Zoning Bylaw Text Amendments

Reconvene Meeting

The regular meeting was reconvened at 7:27 pm.



Adoption of Minutes

Resolution No. May 7, 2024 - Regular Council Meeting
2024-222 **Moved by:** Councillor Brennan
Seconded by: Councillor Phillips

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

Resolution No. Communications
2024-223 **Moved by:** Councillor Barber
Seconded by: Councillor Tumbach

"That the following communications and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:
a. South Shore First Responders - Treasurer Report 2024 and Budget Report 2023
b. South Shore First Responders - April 10, 2024 Minutes
c. Town Wide Garage Sale - May 25th Weekend
d. Miscellaneous." **CARRIED**

Reports of Administration

Resolution No. Request for Proposals - Roll Out Cart Tender Award Authorization
2024-224 **Moved by:** Councillor Barber
Seconded by: Councillor Phillips

"That we authorize the Chief Administrative Officer to award the most appropriate tender submitted for the purchase of 750 Roll Out Recycle Carts." **CARRIED**

Resolution No. Council Update
2024-225 **Moved by:** Councillor Phillips
Seconded by: Councillor Brennan

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

Chief Administrative Officer, Monica M. Merkosky, left for the remainder of the meeting at 8:11 pm.

Bylaws

Resolution No. Bylaw No. 2024-04 Zoning Bylaw Amendment - 2nd Reading
2024-226 **Moved by:** Councillor Tumbach
Seconded by: Councillor Brennan

"That Bylaw No. 2024-04, being a bylaw to amend the Zoning Bylaw No. 15-2002 be read a second time." **CARRIED**

Resolution No. Bylaw No. 2024-04 Zoning Bylaw Amendment - 3rd Reading
2024-227 **Moved by:** Councillor Phillips
Seconded by: Councillor Barber

"That Bylaw No. 2024-04, being a bylaw to amend the Zoning Bylaw No. 15-2002 be read a third time, adopted, signed, and sealed." **CARRIED**

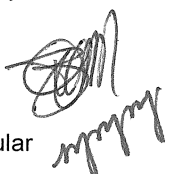
Resolution No. Bylaw No. 2024-05 - Tax Abatement - 1st Reading
2024-228 **Moved by:** Councillor Tumbach
Seconded by: Councillor Barber

"That Bylaw No. 2024-05, being a bylaw to enter into a Tax Abatement Agreement be read a first time." **CARRIED**

Resolution No. Bylaw No. 2024-06 - Urban Hens - 1st Reading
2024-229 **Moved by:** Councillor Phillips
Seconded by: Councillor Brennan

"That Bylaw No. 2024-06, being a bylaw to regulate and control urban hens, be read a first time." **CARRIED**

Director of Planning and Development, Aimee Bryck and Communications Clerk, Alyssa Riemer, left for the remainder of the meeting at 8:42 pm.



Resolution No. **Closed Session**
2024-230 **Moved by:** Councillor Brennan
 Seconded by: Councillor Barber

"That we move into Closed Session at 8:42 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 Assistant Chief Administrative Officer to be included in the session."

CARRIED

Rise from Closed Session

At 8:45 pm, Council left the Closed Session and returned to the open meeting.

Resolution No. **Class 3 Operator - New Position**
2024-231 **Moved by:** Councillor Phillips
 Seconded by: Councillor Brennan

"That we approve the 2024 Salary Grid of the Level 3 Wastewater Operator, as per Schedule "D"."

CARRIED

Resolution No. **Staffing of Utilities Department**
2024-232 **Moved by:** Councillor Barber
 Seconded by: Councillor Tumbach

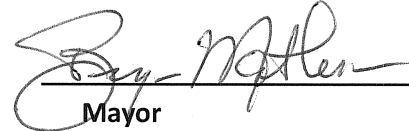
"That we authorize Administration to advertise for a full-time, permanent Wastewater Treatment Plant Operator."

CARRIED

Resolution No. **Adjournment**
2024-233 **Moved by:** Councillor Tumbach

"That we adjourn the meeting at 8:46 pm."

CARRIED



Mayor



Chief Administrative Officer

Date Printed
2024-05-17 3:26 PM

Town of Lumsden
Invoice Edit List - Condensed
Batch # 2024-00081 - May 21, 2024 To Be Approved
For the Period Ended 2024-05-31

Page 1

Vendor #	Name						
Tr #	Invoice #	Date	Due Date	Reference	PO #		Invoice Amount
ASLPAV1	ASL Paving Ltd						
58	52401-52057	2024-05-06	2024-05-22	Pot Hole Patching - COR 12.5mm Fine Mix			127.69
ASSENV1	Assoc Enviro						
56	820433	2024-05-09	2024-05-22	Cntry Hill/Landfill/New Town Map/TheCntr			5,998.29
ATSTRA1	ATS Traffic						
59	1230-50016527	2024-05-13	2024-05-22	Posts x 4			327.18
BARVER1	Barber, Verne						
34	2024 Appeal Fee	2024-05-01	2024-05-22	Refund Assessment Appeal Fee			50.00
BOGRAN1	Bogdan, Randy						
48	RVP 2024-04	2024-05-08	2024-05-22	RVP Apr Contract Incl Cell & Car Allowan			2,700.00
CANOE1	Canoe						
55	PF-0982-44980	2024-05-08	2024-05-22	1325.70 Liters Gas - April Vehicles			2,089.05
GFLGRE1	GFL Green For Life						
41	SA0010517244	2024-04-30	2024-05-22	WWTP-Solid Waste Disposal - 8.28MT/Excha			1,423.41
GREDIS1	Gregg Distributors LP						
40	063-147509	2024-05-02	2024-05-22	Shop-Safety Vests Students x3			61.38
KINPRI1	Minister of Finance (KP)						
52	250747	2024-04-29	2024-05-22	Assessment Roll Open Ad-Apr			30.00
KLEPLU1	Klempp Plumbing And Heating						
26	12370-1	2024-05-03	2024-05-22	RVP-Replace Kitchen Sink Tap			564.18
LMR1	Last Mountain Railway						
23	967	2024-05-03	2024-05-22	Track Maintenance May			730.00
LORDIS1	Loraas Disposal South						
24	0008074757	2024-04-30	2024-05-22	7th Ave Ball Diamond Porto Delivery			124.91
31	0008075551	2024-04-30	2024-05-22	Comm Recy&Waste/701 Recy & 7 Com-Apr			8,823.47
						Vendor Total:	8,948.38
LUMDUC1	Lumsden Duck Derby						
4	2024 T.U.F.F. E	2024-03-11	2024-05-22	Duck Derby Don - T.U.F.F. Ext			1,500.00
5	2024 Synergy Ag	2024-03-27	2024-05-22	Duck Derby Don - Synergy Ag			750.00
6	2024 Bulyea Coop	2024-03-28	2024-05-22	Duck Derby Don - Bulyea Coop			1,500.00
7	2024 Croft Elec	2024-04-02	2024-05-22	Duck Derby Don - Croft Electric			750.00
8	2024 Infinite E	2024-04-05	2024-05-22	Duck Derby Don - Infinite Elect			750.00
9	2024 Knight Arc	2024-04-22	2024-05-22	Duck Derby Don - Knight Arche			750.00
10	2024 SGI Insura	2024-05-03	2024-05-22	Duck Derby Don - SGI Insuranc			750.00
						Vendor Total:	6,750.00
LUMSPO1	Lumsden Sports Centre						
42	Rinks Q1/2024	2024-05-01	2024-05-22	1st Quarter W/S - Both Rinks			6,145.92
43	IcePlantQ1/2024	2024-05-01	2024-05-22	1st Quarter W/S - Ice Plant			412.10

Date Printed
2024-05-17 3:26 PM

Town of Lumsden
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Batch # 2024-00081 - May 21, 2024 To Be Approved
For the Period Ended 2024-05-31

Vendor #	Name	Tr #	Invoice #	Date	Due Date	Reference	PO #	Invoice Amount
Vendor Total:								6,558.02
LUMSUP1	Lumsden Supermarket							
		1	00373140	2024-04-05	2024-05-09	Office - Coffee, Kleenex, Paper Towels		30.62
		2	00373190	2024-04-05	2024-05-09	Shop - Coffee Supplies		19.03
		3	00496851	2024-04-10	2024-05-09	Shop - Spoon for Gopher Poisoning		6.02
		11	00497802	2024-04-15	2024-05-22	Shop - Coffee, Febreeze		72.11
		12	00376335	2024-04-16	2024-05-22	WTP - Cleaning Supplies		11.10
		13	00499640	2024-04-23	2024-05-22	FD - Water		39.08
		14	00016470	2024-04-24	2024-05-22	Joint Council Supper-Water & Desserts		20.07
		15	00379203	2024-04-26	2024-05-22	WTP - Mouse Trap		2.81
		16	00379205	2024-04-26	2024-05-22	WWTP- Cleaning Supplies		19.66
		17	00500880	2024-04-30	2024-05-22	Office - Paper Towels & Coffee		19.30
Vendor Total:								239.80
MCEGIN1	McElroy, Gina							
		44	CT Invoice	2024-05-02	2024-05-22	Hall - Cleaning Supplies		25.51
		45	PrincAuto Inv	2024-05-02	2024-05-22	Hall/Office/Library - Cleaning Supplies		33.90
		46	Costco Inv	2024-05-03	2024-05-22	Hall/Office/Library/RVP- Cleaning Suppli		86.52
		47	Superstore Inv	2024-05-02	2024-05-22	Hall/Office/Library - Cleaning Supplies		6.00
Vendor Total:								151.93
MCLSTE1	McLean, Steven							
		36	2024 Appeal Fee	2024-05-01	2024-05-22	Refund Assessment Appeal Fee		50.00
MUNSEW1	Municipal Sewer Maintenance Ltd.							
		27	2171	2024-05-05	2024-05-22	Sewer Mainline Cleaning		15,988.24
NAYCAN1	NAYAX Canada Inc							
		50	297635	2024-04-30	2024-05-22	Bulk Water Service Fees April		20.90
RCSINC1	RC Strategies Inc.							
		30	245677	2024-04-30	2024-05-22	Rec Master Plan - 2023		919.28
SASHEA1	Saskatchewan Health Authority c/o							
		18	3468673	2024-05-13	2024-05-22	#30 River Park Campground Testing		23.00
		19	3468672	2024-05-13	2024-05-22	#10 River Park Campground - Testing		23.00
		20	3468674	2024-05-13	2024-05-22	200 River St - Testing		23.00
		21	3468146	2024-05-06	2024-05-22	200 River St - Testing		23.00
		32	1183623	2024-04-25	2024-05-22	Downstream Russel Hill Rd - Testing		322.25
		33	1183624	2024-04-25	2024-05-22	SBR2 Treated WW Effluent Testing Apr		241.50
		53	3468932	2024-05-14	2024-05-22	10 River Park Campground		23.00
		54	3468931	2024-05-14	2024-05-22	30 River Park Campground		23.00
Vendor Total:								701.75
SCHCAN1	Schropp, Candice Janine							
		38	2024 Appeal Fee	2024-05-01	2024-05-22	Refund Assessment Appeal Fee		50.00
SHAORE1	Shasko, Orest							
		35	2024 Appeal Fee	2024-05-01	2024-05-22	Refund Assessment Appeal Fee		50.00

Town of Lumsden
Invoice Edit List - Condensed
 Batch # 2024-00081 - May 21, 2024 To Be Approved
 For the Period Ended 2024-05-31

Vendor #	Name						
Tr #	Invoice #	Date	Due Date	Reference	PO #		Invoice Amount
SOVJIL1	Sovdi, Jill						
39	RefundHallDepos	2024-04-18	2024-05-22	Refund Jun 27/24 Hall Deposit			500.00
SRG1	Security Resource Group Inc.						
29	75334	2024-04-30	2024-05-22	Landfill Security - 84 Hrs - April			2,174.35
SWIKEM1	Swish-Kemsol						
51	R024250	2024-05-14	2024-05-22	RVP-Garbage Bags, Soap, Cleaner			778.28
TRALAN1	Tractorland (Regina)						
22	P0787303	2024-05-13	2024-05-22	U71-Landpride Mower Belt			135.62
VALELE1	Valleyside Electric						
28	758	2024-05-06	2024-05-22	RVP-Trench Cable for Light Installed			628.82
WARTRA1	Warner Trailer						
49	X400017413:01	2024-05-01	2024-05-22	U020 - Oil Filter			44.62
WEEMAN1	Weed Man						
25	452202	2024-05-10	2024-05-22	Chall - Spring Fertilization			65.60
WILTYS1	Will, Tyson						
37	2024 Appeal Fee	2024-05-01	2024-05-22	Refund Assessment Appeal Fee			50.00
WYLCON1	WYL Construction						
57	1025	2024-05-16	2024-05-22	Lions Park Bath-Repair Floor&Paint/Dispe			466.20

Total for Batch: 59,372.97

Invoices Printed: 59

Date Printed
2024-05-17 11:46 AM

Town of Lumsden
Invoice Edit List - Condensed
Batch # 2024-00079 - May 21, 2024 Preauthorized
For the Period Ended 2024-05-31

Page 1

Vendor #	Name						
Tr #	Invoice #	Date	Due Date	Reference	PO #		Invoice Amount
MEPP	MEPP						
1	MEPP-2024-04-28	2024-04-28	2024-05-17	Pension Contribution Apr 28			11,529.88
MINFINED	Minister of Finance -Education						
2	EPT 2024-04	2024-04-30	2024-05-17	Education Taxes Remittance April			10,185.97
RECGEN1	Receiver General (Acct #1)						
4	RP1-2024-04-27	2024-04-27	2024-05-17	Income Tax/ CPP/EI/ Apr 27			23,311.99
RECGEN2	Receiver General (Acct #2)						
5	RP2-2024-04-27	2024-04-27	2024-05-17	Income Tax/ CPP/EI - Apr 27			580.53
SASENG1	SaskEnergy						
3	SKENG-2024-04	2024-05-03	2024-05-17	Energy Billing April			7,037.56
SASPOW1	SaskPower Consol.						
6	SkPower 2024-04	2024-05-07	2024-05-17	SK Power - April			11,837.95
SASWOR1	Saskatchewan Workers' Compense						
7	1st-Install 202	2024-05-06	2024-05-17	Firm #1314300			12,568.28
Total for Batch:							77,052.16

Invoices Printed: 7



Date Printed
2024-05-09 8:57 AM

Town of Lumsden
Invoice Edit List - Condensed
Batch # 2024-00076 - April 2024 Visa Statements
For the Period Ended 2024-05-31

Page 1

Vendor #	Name						
Tr #	Invoice #	Date	Due Date	Reference	PO #		Invoice Amount
VISA-GB	Royal Bank Visa - Gerry						
1	Statement 24-04	2024-04-29	2024-05-03	Visa Statement April			896.69
VISA-JC	Royal Bank Visa - Jeff						
2	Statement 24-04	2024-04-29	2024-05-03	Visa Statement April			3,645.23
VISA-MM	Royal Bank VISA - Merkosky						
3	Statement 24-04	2024-04-29	2024-05-03	Visa Statement April			4,394.83
VISA-KS	Royal Bank VISA - Krystal						
4	Statement-24-04	2024-04-29	2024-05-03	Visa Statement April			2,019.16
VISA-LW	Royal Bank VISA - Whitteron						
5	Statement 24-04	2024-04-29	2024-05-03	Visa Statement April			2,724.39
Total for Batch:							<u>13,680.30</u>

Invoices Printed: 5



Date Printed
2024-05-09 8:57 AM

Town of Lumsden
Invoice Edit List - Condensed
Batch # 2024-00077 - April 2024 Visa Transactions
For the Period Ended 2024-05-31

Page 1

Vendor #	Name	Tr #	Invoice #	Date	Due Date	Reference	PO #	Invoice Amount
OPECER1	Operator Certification Board	1	2024 OPCERTIFIC	2024-04-08	2024-05-02	S.Ashurst - Operator Certificati		175.00
HOMDEP1	Home Depot, The	2	7245 62 94482	2024-04-11	2024-05-02	WTP - LED Portable Work Ligh		38.81
		3	00062 96917	2024-04-12	2024-05-02	WTP-Cordless Drill		76.87
SASPOL1	Saskatchewan Polytechnic Campu	4	1927402	2024-04-22	2024-05-02	Cameron - TCOM-102 Class		606.01
CONIND1	Conterra Industries	5	12548	2024-04-04	2024-05-02	Bobcat Attachment-Grader 18A		1,001.48
LUMGEN1	Lumsden General Repair	6	283546	2024-04-10	2024-05-02	U013-Brake Hose		32.62
CAPFIR1	Capital Fire Protection	7	13114	2024-04-11	2024-05-02	FD-Hydro Testing x 19		1,265.40
POUPES1	Poulins Pest Control	8	050643	2024-04-11	2024-05-02	Pest Control - Gopher Poison		249.74
THETAP1	The Open Tap Brewhouse	9	04/15/24-51	2024-04-15	2024-05-02	SUMA Lunch-Jeff, Gerry, Lance		83.71
SOLFOO1	Soleman Footware Co	10	04/22/24-Boots	2024-04-22	2024-05-02	FD - Boots x3- Turnout Gear		759.21
		11	2024/04/24BOOTS	2024-04-24	2024-05-02	FD - Boots x 1 - Turnout Gear		253.07
HOMDEP1	Home Depot, The	12	72450006256150	2024-03-27	2024-05-02	Riverpark - Electric Repair & Bi		46.39
STAPLE1	Staples - ONLINE	13	21504253	2024-03-28	2024-05-02	Lawn & Leaf Bags x50, File Folders		494.57
LASMOU5	Last Mountain Distillery Ltd	14	L14Y	2024-03-28	2024-05-02	Council Res #2024-134-Mougeout Memorial		100.00
SUBWAY1	Subway	15	070660	2024-04-04	2024-05-02	Easter Hunt-Duck & Morphs Gift Card x3		99.00
PROLAM1	Projector Lamp Source	16	PLSCA69169	2024-04-05	2024-05-02	CHall Projector Lamp Module		428.82
STAPLE1	Staples - ONLINE	17	21580230	2024-04-09	2024-05-02	Desk Fans x 1		27.45
		18	21580230-1	2024-04-09	2024-05-02	USB 2.0 Cable		18.29
		19	21581046	2024-04-10	2024-05-02	Office Stationery		39.35
PROLAM1	Projector Lamp Source	20	1404992	2024-04-10	2024-05-02	CHall Projector Lamp Module		428.82

Town of Lumsden
Invoice Edit List - Condensed
Batch # 2024-00077 - April 2024 Visa Transactions
For the Period Ended 2024-05-31

Vendor #	Name						
Tr #	Invoice #	Date	Due Date	Reference	PO #		Invoice Amount
STAPLE1	Staples - ONLINE						
21	21581046-1	2024-04-10	2024-05-02	Office Stationery			59.21
HOMDEP1	Home Depot, The						
22	72456194864	2024-04-11	2024-05-02	Riverpark-Washroom Repair Supplies			32.22
STAPLE1	Staples - ONLINE						
23	21597949	2024-04-11	2024-05-02	Office - Telephone Headset x 2			263.43
SUBWAY1	Subway						
24	068736	2024-04-12	2024-05-02	Pumptrack Commit.- Lunch Buffalo Pound			52.43
AMAZON1	Amazon.com.ca,Inc						
25	701-3797553-675	2024-04-10	2024-05-02	Hall-Lightning to HDMI Adapter			76.56
CPASAS1	CPA Saskatchewan						
26	CPA-Ryan 24	2024-04-18	2024-05-02	Ryan CPA Dues 2024			1,128.75
LUMHOT2	Lumsden Hotel & Steak Pit						
27	058625	2024-04-24	2024-05-02	Admin Professional Lunch			288.49
ZOOM1	Zoom Video Communications Inc						
28	INV254172967	2024-04-25	2024-05-02	Zoom Apr 25 - May 24, 2024			23.85
LUMHOT2	Lumsden Hotel & Steak Pit						
29	032544	2024-04-25	2024-05-02	Scarecrow Festival Committee			317.22
SALFRA1	Sally's Frame Shop LTD						
30	14413	2024-04-25	2024-05-02	Rec - Picture Frames x2-Remember Lumsden			466.22
STAPLE1	Staples - ONLINE						
31	21689546	2024-04-27	2024-05-02	Office Stationery			3.76
MICROS1	Microsoft Corporation						
32	E0400RE8YT	2024-04-02	2024-05-02	Microsoft Bus Standard Apr			339.66
33	E0400REGD2	2024-04-02	2024-05-02	Microsoft Defender & Bus Basic			321.59
UNIALB1	University of Alberta						
34	46092	2024-04-03	2024-05-02	Online Workshop-Urban Hen Pilot Project			52.50
STAPLE1	Staples - ONLINE						
35	21571490	2024-04-08	2024-05-02	Office Stationery			126.93
SEDA1	Saskatchewan Economic Dev. Allia						
36	67898	2024-04-09	2024-05-02	2024 Seda Conf Registration-A			262.50
ADOINC1	Adobe Inc						
37	Adobe 24-04	2024-04-18	2024-05-02	Comm Cord & Office Adobe Lic			378.39

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Town of Lumsden
Invoice Edit List - Condensed
Batch # 2024-00077 - April 2024 Visa Transactions
For the Period Ended 2024-05-31

Page 3

Vendor #	Name						
Tr #	Invoice #	Date	Due Date	Reference	PO #		Invoice Amount
STAPLE1	Staples - ONLINE						
38	21644852	2024-04-19	2024-05-02	Office Stationery			107.61
RETFOO1	Retro Food Bar						
39	Joint Council S	2024-04-24	2024-05-02	Joint Council Supper(RM hosted 2020)			429.98
LUMGEN1	Lumsden General Repair						
40	283541	2024-04-04	2024-05-02	U116-Power Steering Repair			2,724.39
Total for Batch:							<u>13,680.30</u>

Invoices Printed: 40



Town of Lumsden

2024 Budget

INDEX

Statement of Operations (summary page)	1
Schedule of Revenue and Expense Detail	2
Other Capital Contributions	7
Statement of Capital Expenses - 2024 Budget	8
Statement of Anticipated Reserve Expenditures	9
Statement of Projected Reserve Balances	10

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**TOWN OF LUMSDEN
STATEMENT OF OPERATIONS
2024 Budget**

	2023 BUDGET	2024 BUDGET
SUMMARY OF REVENUES BY FUNCTION		
Taxes and other Unconditional Revenue	\$2,416,834	\$2,521,974
General Government Services	\$215,585	\$156,181
Protective Services	\$115,077	\$151,289
Transportation Services	\$540	\$540
Environmental and Public Health Services	\$119,183	\$129,269
Planning and Development Services	\$38,910	\$20,050
Recreation and Cultural Services	\$235,270	\$290,978
Utility Services	\$1,207,907	\$1,235,461
TOTAL OPERATING REVENUE	\$4,349,307	\$4,505,742
SUMMARY OF EXPENSES BY FUNCTION		
General Government Services	-\$421,036	-\$531,315
Protective Services	-\$337,923	-\$346,058
Transportation Services	-\$681,817	-\$691,837
Environmental and Public Health Services	-\$306,932	-\$317,913
Planning and Development Services	-\$272,544	-\$221,380
Recreation and Cultural Services	-\$512,428	-\$537,967
Utility Services	-\$1,447,903	-\$1,443,019
TOTAL OPERATING EXPENSES	-\$3,980,584	-\$4,089,488
TOTAL OPERATING SURPLUS	\$368,723	\$416,254
Add: Other Capital Contributions (Grants) (see pg 8)	\$303,278	\$262,405
Less: Capital Purchases (see pg 10)	-\$957,294	-\$1,027,329
Add: Internal funding from reserves (see page 9)	\$1,583,474	\$1,711,643
Add: Proceeds from sale of operating equipment	\$95,944	\$0
Less: Internal Transfers to reserve	-\$759,186	-\$820,492
Less: Debt Repayment	-\$634,940	-\$538,601
Net Surplus (deficit) (end of current period)	\$0	\$3,881

TOWN OF LUMSDEN
Statement of Revenue and Expense Detail
2024 Budget

2023 BUDGET 2024 BUDGET

OPERATING REVENUE

TAXES

General municipal tax levy	\$1,836,118	\$1,884,409
Abatements and adjustments	-\$12,000	-\$29,000
Discount on current year taxes	-\$68,000	-\$69,000
Net Municipal Taxes	\$1,756,118	\$1,786,409
Potash tax share	\$35,818	\$39,218
Penalties on tax arrears	\$21,634	\$24,103
Total Taxes	\$1,813,569	\$1,849,730
UNCONDITIONAL GRANTS		
Revenue Sharing	\$436,721	\$500,131
Total Unconditional Grants	\$436,721	\$500,131
GRANTS IN LIEU OF TAXES		
Federal - RCMP Detachment	\$6,380	\$6,966
Provincial		
Grant in Lieu - Highways, Sasktel, Manor	\$14,005	\$13,746
Other Government Transfers		
S.P.C. Surcharge	\$96,159	\$98,267
SaskEnergy Surcharge	\$50,000	\$53,133
Total Grants in Lieu of Taxes	\$166,544	\$172,113
TOTAL TAXES AND OTHER UNCONDITIONAL REVENUE	\$2,416,834	\$2,521,974

GENERAL GOVERNMENT SERVICES

Other Segmented Revenue		
Fees and Charges		
-Custom Work	\$910	\$2,600
-Sales of supplies	\$0	\$0
-Other - licenses and permits	\$1,100	\$1,900
Total Fees and Charges	\$2,010	\$4,500
-Interest (bank and overdue AR)	\$213,575	\$151,681
Total Other Segmented Revenue	\$215,585	\$156,181
Total General Government Services Revenue	\$215,585	\$156,181

PROTECTIVE SERVICES

Other Segmented Revenue		
Fees and Charges		
-Interest Revenue - Rapid Response Revenue	\$0	\$7,374
-Licenses, permits and fines	\$89,000	\$128,914
Total Other Segmented Revenue	\$89,000	\$136,288
Conditional Grants		
-Local Government	\$26,078	\$15,001
Total Conditional Grants	\$26,078	\$15,001
Total Protective Services Revenue	\$115,077	\$151,289

TOWN OF LUMSDEN
Statement of Revenue and Expense Detail
2024 Budget

	2023 BUDGET	2024 BUDGET
TRANSPORTATION SERVICES		
Other Segmented Revenue		
Fees and Charges		
-Custom work	\$500	\$500
-Sale of supplies	\$40	\$40
Total Other Segmented Revenue	\$540	\$540
Total Transportation Services Revenue	\$540	\$540
ENVIRONMENTAL AND PUBLIC HEALTH SERVICES		
Other Segmented Revenue		
Fees and Charges		
-Waste and disposal fees	\$33,700	\$35,000
-Sale of Yard Waste Bags	\$0	\$451
-Solar Power sales to Lumsden Facilities X 4		\$95,835
-Transfer Solar Power revenue to Solar Reserve		-\$95,835
-Other - Permits, Sale of Recycling Material	\$24,533	\$24,200
Total Fees and Charges	\$58,233	\$59,651
-Other - Housing authority surplus	\$200	\$200
Total Other Segmented Revenue	\$58,433	\$59,851
Conditional Grants		
-Local Government	\$60,750	\$69,418
Total Conditional Grants	\$60,750	\$69,418
Total Environmental and Public Health Services Revenue	\$119,183	\$129,269
PLANNING AND DEVELOPMENT SERVICES		
Other Segmented Revenue		
Fees and Charges		
-Cash-in-lieu (tsf to Cash-in-lieu Reserve)	\$0	\$0
-Development Levy Fees (tsf to reserves) x3	\$0	\$0
-Transfers to reserve - Dev Levy & Cash in Lieu	\$0	\$0
-Building permit fees	\$37,360	\$15,000
-Development Fees	\$1,550	\$5,050
-Sign Corridor Fees	\$6,300	\$6,300
-Sign Corridor Fees - Transfer to Ec Dev Reserve	-\$6,300	-\$6,300
Total Other Segmented Revenue	\$38,910	\$20,050
Total Planning and Development Services Revenue	\$38,910	\$20,050
RECREATION AND CULTURAL SERVICES		
Other Segmented Revenue		
Fees and Charges		
-RiverPark Camping Fees	\$81,242	\$100,000
-Centennial Hall Rent	\$50,949	\$63,500
-All other recreation fees	\$22,058	\$23,175
Total Fees and Charges	\$154,249	\$186,675
-Other - Insurance and Power proceeds	\$28,982	\$31,219
Total Other Segmented Revenue	\$183,231	\$217,894
Conditional Grants		
-Federal Government (Trans Canada Trail)	\$1,000	\$14,000
-Local Government	\$9,639	\$9,979
-Donations (Scarecrow & Skate Park)	\$6,600	\$7,050
-Sponsorship (Scarecrow)	\$6,800	\$12,575
-Other - Community Initiative Fund	\$26,700	\$27,680
-Canada Day / Indigenous Day / Truth and Rec	\$1,300	\$1,800
Total Conditional Grants	\$52,039	\$73,084
Total Recreation and Cultural Services Revenue	\$235,270	\$290,978

TOWN OF LUMSDEN
Statement of Revenue and Expense Detail
2024 Budget

	<u>2023 BUDGET</u>	<u>2024 BUDGET</u>
UTILITY SERVICES		
Other Segmented Revenue		
Fees and Charges		
-Water	\$697,158	\$710,500
-Sewer Charges	\$497,955	\$510,984
-Sewer infrastructure fees	\$394,876	\$399,000
-Repay WWTP Loan using Sewer Infrastructure fees	-\$394,876	-\$399,000
-Other - connection fees & other	\$4,794	\$6,477
Total Fees and Charges	\$1,199,907	\$1,227,961
-Other - Interest & Donations	\$8,000	\$7,500
Total Other Segmented Revenue	\$1,207,907	\$1,235,461
Total Utility Services Revenue	\$1,207,907	\$1,235,461
TOTAL OPERATING REVENUE	\$4,349,307	\$4,505,742



TOWN OF LUMSDEN
Statement of Revenue and Expense Detail
2024 Budget

2023 BUDGET 2024 BUDGET

OPERATING EXPENSES

General Government Services

Council remuneration and travel	\$56,770	\$67,954
Wages and benefits	\$170,909	\$248,975
Engineering	\$25,000	\$52,311
Insurance	\$17,925	\$17,895
Other Contractual services	\$106,882	\$98,745
Utilities	\$12,300	\$12,485
Maintenance, materials, and supplies	\$30,400	\$31,850
Grants and contributions - operating	\$750	\$1,000
Interest	\$0	\$0
Allowance for uncollectables	\$0	\$0
Other - Appeal Fees	\$100	\$100
Total Government Services	\$421,036	\$531,315

PROTECTIVE SERVICES

Police Protection, Bylaw Enforcement, & EMO

Wages and benefits - Bylaw Enforcement & EMO	\$6,265	\$18,291
Professional/Contractual Services - RCMP Contract	\$167,297	\$170,526
Professional/Contractual Services - EMO	\$0	\$2,300
Grants and contributions (Crime Stoppers)	\$200	\$200
Other - Conventions & Seminars EMO	\$3,184	\$1,688

Fire Protection

Council remuneration and travel	\$1,661	\$900
Wages and benefits	\$33,844	\$31,527
Insurance	\$13,475	\$15,304
Other Contractual Services	\$45,810	\$42,800
Utilities	\$14,540	\$14,992
Maintenance, materials, and supplies	\$50,647	\$46,530
Grants and contributions - operating	\$1,000	\$1,000
Total Protective Services	\$337,923	\$346,058

TRANSPORTATION SERVICES

Council remuneration and travel	\$6,686	\$6,929
Wages and benefits	\$305,903	\$333,056
Engineering	\$0	\$0
Insurance	\$16,148	\$28,205
Other Contractual Services	\$8,550	\$9,932
Utilities	\$46,191	\$45,784
Maintenance, materials, and supplies	\$248,285	\$235,272
Gravel	\$25,000	\$20,000
Interest	\$25,053	\$12,659
Total Transportation Services	\$681,817	\$691,837



TOWN OF LUMSDEN
Statement of Revenue and Expense Detail
2024 Budget

	2023 BUDGET	2024 BUDGET
ENVIRONMENTAL AND PUBLIC HEALTH SERVICES		
Council Remuneration and Travel	\$5,427	\$5,619
Wages and benefits	\$105,909	\$87,889
Engineering (Note Landfill Decommissioning is in Capital)	\$0	\$0
Insurance	\$2,932	\$2,038
Waste Collection	\$2,400	\$2,760
Recycling	\$93,000	\$100,000
Other Contractual Services	\$55,591	\$63,678
Utilities	\$7,003	\$9,062
Maintenance, materials, and supplies	\$34,170	\$44,166
Grants and contributions		
-Waste disposal	\$0	\$0
-Public Health	\$500	\$2,700
Total Environmental and Public Health Services	\$306,932	\$317,913
PLANNING AND DEVELOPMENT SERVICES		
Council remuneration and travel	\$9,764	\$7,950
Wages and benefits	\$211,609	\$160,393
Engineering	\$29,000	\$29,000
Other Contractual services	\$11,421	\$13,788
Other - Maintenance & materials	\$10,750	\$10,250
Total Planning and Development Services	\$272,544	\$221,380
RECREATION AND CULTURAL SERVICES		
Council and Pool Committee remuneration and travel	\$9,605	\$8,627
Wages and benefits - Community Coordinator	\$89,701	\$92,619
Wages and benefits - PW and Other (Ex. Students & Swim)	\$25,325	\$64,603
Insurance	\$46,520	\$47,590
Campground Host Contract	\$17,093	\$19,099
Contracted Services - Scarecrow Festival	\$10,000	\$12,750
Contracted Services - Other Events (Senior Day, Canada Day, Indigenous Day, Truth and Reconciliation Etc)	\$7,325	\$9,600
Other Contracted Services	\$59,896	\$73,553
Utilities	\$42,102	\$45,367
Maintenance, materials, and supplies	\$105,345	\$90,408
Trans Canada Trail Expenses (This is partially offset by an operating grant from the Federal Government)	\$10,416	\$24,551
Grants and contributions - operating	\$89,100	\$49,200
Total Recreation and Cultural Services	\$512,428	\$537,967
UTILITY SERVICES		
Council remuneration and travel	\$12,612	\$13,700
Wages and benefits	\$591,366	\$577,828
Engineering	\$0	\$2,848
Insurance	\$97,633	\$109,809
Other Contractual services	\$68,459	\$46,928
Utilities	\$217,719	\$239,581
Maintenance, materials, and supplies	\$295,494	\$301,211
Grants and contributions - operating	\$100	\$0
Interest	\$164,520	\$151,114
Allowance for uncollectables	\$0	\$0
Total Utility Services	\$1,447,903	\$1,443,019
TOTAL OPERATING EXPENSES	\$3,980,584	\$4,089,488
SURPLUS OF REVENUES OVER EXPENSES	\$368,723	\$416,254

Other Capital Contributions	
2024 Budget	
	2024 Budget (\$)
Conditional - Gas Tax Grant	122,937
ICIP Grant - Landfill Decommissioning	84,357
Chairlift Grant at Legion (Provincial)	24,000
Asset Management Grant - Modelling	31,111
Other Capital Contributions	262,405

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**Statement of Capital
2024 BUDGET**

	2024 Budget (\$)	Funded By
Group I		
Protective Services - Town Share		
Equipment		
Fire Hall Expansion (Town's share)		R
Parks, Recreation & Culture Services		
Centennial Hall		
Main Floor Serving Area/Bar Area & entrance - flooring and finishes upgrades	\$18,500	R
Other Items		
Dog Park (gravel parking lot and two new solar lights)	\$10,000	
Install irrigation line from backwash ponds to water retention area (irrigation for new park)	\$30,000	R
Playground Equipment and lighting for new park	\$14,500	R
Dew Drop Media System (Video Screen and Sound System)	\$13,505	
Leigion Stairlift	\$24,000	G
General Government		
New Server (Town's Share)	\$ 19,413	R
Total Capital Expenditures - Group I	\$129,918	
Group II		
Water and Sewer		
Fire Hydrant & Valve Replacement	\$80,000	R
Beckie-Assess Wells #4&5, aquifer, 3 piezometer assessments and #4A Pre-Design	\$37,778	R
WTP Detailed Design and Tender Package	\$250,000	R
Sewer Line Camera	\$15,000	R
WWTP Emergency Planning Binder	\$10,000	R
Replace Unit 16 with new gas F150 (net of trade)	\$40,358	R
WWTP Completion	\$34,000	R
Transportation Services		
Equipment		
Skid Steer (traded annually)	\$34,055	R
Snowblower	\$19,128	R
Sand Spreader (replace Unit 140)	\$12,720	R
Roadway Operations		
Paving - Crimson Intersection	\$100,000	R
2nd Ave Walkway - Lake to Colbourne	\$13,910	R
Solar Street Light (one remaining to install in 2024)	\$8,945	R
James Street Bridge - Adjust gaps between backing planks	\$10,000	R
James Street Bridge - replace timber with galvanized steel	\$15,000	R
James Street Bridge - Engineering for coating on pier cap and pier pile and replacing piles 7 & 8	\$37,909	R
James Street Bridge - Construction Costs for coating on pier cap and pier piles and replacing piles 7 & 8	TBD	R
Environment and Public Health		
Landfill Decommissioning (Phase 2)	\$ 115,037	R/G
New Recycle Bins	\$ 63,571	R
Total Capital Expenditures - Group II	\$897,411	
SUMMARY:		
Total Capital Expenditures - Group I	\$129,918	
Total Capital Expenditures - Group II	\$897,411	
Total Capital Expenditures for 2024	\$ 1,027,328	
Funding		
R = Reserves	\$ 918,971	
G = Grant (s)	\$ 108,357	
S = Previous Year Surplus		
B = Borrowing		
D = Donations		
O = Operating		

Anticipated 2024 Reserve Expenditures

General Government

Asset Management	5,000
Town's Share of new Server	19,413
	24,413

Fire Department

Towns share of bunker gear (non-capital)	6,615
	6,615

Equipment Reserve

New Public Works Skid Steer	34,055
New Snow Blower	19,128
New Sand Spreader	12,720
	65,903

Road Reserve

Solar Street Light (one in 2024)	8,945
James Street Bridge	62,909
Paving Crimson Intersection	100,000
2nd Ave Sidewalk - Lake to Colbourne	13,910
Repayment 2 of 4 of Pavement Debenture	259,819
	445,583

Landfill Closure Reserve

Fund Town's share of 2024 Decommissioning	30,680
New Recycle Bins	63,571
	94,251

Solar Reserve

Repayment 4 of 20 of Solar Debenture	74,228
	74,228

Recreation Facilities Reserve

Dew Drop Media System	13,505
Dog Park (Gravel and solar lights)	10,000
Irrigation line for new park and water cannons	30,000
Playground equipment and lighting new park	14,500
	68,005

Centennial Hall Reserve

Main floor entrance and serving room renos	18,500
	18,500

Utility Reserve

Fire Hydrant & Valve Replacement	80,000
Water meter conversion (non Capital)	75,000
Beckie-Assessment of wells/predesign new well	37,778
WTP Detailed Design and Tender Package	250,000
Sewer Line Camera	15,000
WWTP Emergency Planning Binder	10,000
Replace Unit 16 with new gas F150 (net of trade)	40,358
WWTP Completion	34,000
Repayment of 20yr WWTP loan (year 5)	364,576
	906,712

Cemetery Reserve

Aerial Imagery Plan and Burial Plot Markers	5,525
	5,525

Transfer from Deferred Revenue

Truth and Reconciliation shirts (Purchased with left over 2023 T & R grant money)	1,908
	1,908

Total Anticipated Reserve Expenditures	1,711,643
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Town of Lumsden
Consolidated Schedule of Projected Reserve Balances
2024 Budget

	January 1 Balance	Anticipated Contributions	Anticipated Withdrawals	Projected Year End Balance
APPROPRIATED RESERVES				
Landfill Closure Fund	30,000	84,146	(94,251)	19,895
Office Relocation	61,208	21,224	-	82,432
Fire	320,733	107,822	(6,615)	421,940
Fire - Rapid Response Truck	150,729	7,376		158,105
Flood Protection	52,000	1,082	-	53,082
Equipment	152,466	151,981	(65,903)	238,544
Cemetery	34,410	6,105	(5,525)	34,990
Recreation Facilities	163,673	11,261	(68,005)	106,929
Lumsden Sports Centre	8,307	1,126	-	9,433
Skateboard Park	4,200	-	-	4,200
RiverPark	43,821	13,168	-	56,989
Road Infrastructure	525,241	320,441	(445,583)	400,099
Potash	74,076	39,218	-	113,293
Economic Development	13,926	6,300	-	20,226
Community Hall	97,587	21,857	(18,500)	100,944
General	131,008	16,330	(24,413)	122,925
Public Reserve	87,882	-	-	87,882
Water and Sewer	733,658	416,360	(906,712)	243,306
*Solar	-	95,835	(74,228)	21,607
Deferred Revenue	1,908		(1,908)	-
Total Appropriated Reserves	2,686,833	1,321,632	(1,711,643)	2,296,822

***Note**

-The solar reserve is budgeted to receive 95,835 in solar revenue in 2024, it will use this make 74,228 repayment for the debenture, and the balance of 21,607 will be repaid to the Utility Reserve. The balance in the solar reserve at the end of 2024 will be zero (it will all be transferred to the Utility Reserve).

-This page shows all of the funds budgeted to be transferred to reserve in 2024, including the solar revenue, sign corridor revenue (Economic Development Reserve), and sewer infrastructure fees.

- The Solar revenue, sign corridor revenue, and sewer infrastructure fees are not included in the "Transfer to Reserve" total displayed on the Statement of Operations Summary on page 1 because they are presented in the revenue section as a direct deduction from revenue. This is for presentation purposes only as it provides more clarity by removing non-operating revenue from the operating revenue section of the statement.

