

Town of Lumsden Meeting Minutes

Regular Council Meeting November 25, 2025 - 06:30 PM

Call to Order

The Lumsden Town Council convened their Regular Meeting in the Council Chambers of the Municipal Office, and via electronic means (Zoom), on Tuesday, November 25, 2025 at 6:31 pm.

Present:

Mayor: Verne Barber

Councillors: Anne Gibbons, Trevor Haubrich, Wes Holobetz, Lesia Matheson, Ryan Schindelka, Adam Tropin

Chief Administrative Officer: Monica M. Merkosky

Director of Finance: Ryan Haresign (Attended via Zoom from 6:31 pm to 7:22 pm)

Director of Planning and Development: Aimee Bryck (Attended via Zoom from 6:31 pm to 8:05 pm)

Absent:

Assistant Chief Administrative Officer: Krystal Strong

Public Works Superintendent: Jeff Carey

Youth Member: Reid Parker

"We are honoured to acknowledge that we are gathered today on Treaty 4 territory, the traditional lands of the Cree, Saulteaux, Dakota, Nakota, Lakota, and on the homeland of the Métis. The Town of Lumsden recognizes the harms of the past and is committed to working together in the spirit of cooperation and reconciliation."

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

2025-381

Moved by: Councillor Gibbons

Seconded by: Councillor Schindelka

"That we agree to add the following item to the agenda:

20.4 Part-Time Office Services Clerk - C. Melnyk."

CARRIED

Resolution No. **Approval of Agenda**

2025-382

Moved by: Councillor Matheson

Seconded by: Councillor Holobetz

"That we approve the agenda as amended."

CARRIED

Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

Financial Reports

Resolution No. Financial Statement - October 31, 2025

2025-383

Moved by: Councillor Holobetz

Seconded by: Councillor Haubrich

"That we accept the Financial Statement for the period ending October 31, 2025, as presented."

CARRIED

Account for Approval

Resolution No. List of Accounts Payable

2025-384

Moved by: Councillor Tropin

Seconded by: Councillor Schindelka

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

CARRIED

Planning and Development Applications and Reports

Resolution No. Development Application No. 2025-021 - Discretionary Use - Proposed Wellness Facility (Mobile Sauna) in RiverPark

2025-385

Moved by: Councillor Gibbons

Seconded by: Councillor Matheson

"That we approve the proposed wellness facility (mobile sauna) in RiverPark, on the land legally described as NW 33-19-21-W2M, subject to the following:

1. The development shall comply with the development standards, conditions, and policies contained within the Town of Lumsden Zoning Bylaw and Official Community Plan.

2. Entering into an agreement with the Town of Lumsden for the use of RiverPark and the facilities."

CARRIED

Adoption of Minutes

Resolution No. November 12, 2025 - Regular Council Meeting

2025-386

Moved by: Councillor Haubrich

Seconded by: Councillor Tropin

"That the minutes of the November 12, 2025 - Regular Meeting be approved, as circulated."

CARRIED

Resolution No. November 13, 2025 - Group II Committee Meeting

2025-387

Moved by: Councillor Matheson

Seconded by: Councillor Holobetz

"That the minutes of the November 13, 2025 - Group II Committee Meeting be approved, as circulated."

CARRIED

Resolution No. November 18, 2025 - Joint Administration Committee Meeting

2025-388

Moved by: Councillor Schindelka

Seconded by: Councillor Tropin

"That the minutes of the November 18, 2025 - Joint Administration Committee Meeting be approved, as circulated."

CARRIED

Committee Reports

Resolution No. November 13, 2025 - Group II Committee Report - Councillor Holobetz

2025-389

Moved by: Councillor Matheson

Seconded by: Councillor Haubrich

"That the Group II Committee Report be accepted as presented verbally by Councillor Holobetz."

CARRIED



- Resolution No. 2025-390** **Addition of Registered Letter Fee for Water and Sewer Accounts in Arrears**
Moved by: Councillor Haubrich
Seconded by: Councillor Matheson
- "That we agree with the recommendation of the Group II Committee and amend the Water and Sewer Regulations Bylaw to include a registered letter fee, to recover the costs associated with the legislative requirements of sending registered mail to owners and tenants, prior to transferring utilities arrears to property tax accounts."
CARRIED
- Resolution No. 2025-391** **Utility Rate Review**
Moved by: Councillor Holobetz
Seconded by: Councillor Matheson
- "That we agree with the recommendation of the Group II Committee and approve the 2026 Utility Department Operating Budget which includes an increase of 3% to utility rates (excluding the Sewer Infrastructure Fee) and projects a 2026 surplus in the amount of \$45,619."
CARRIED
- Resolution No. 2025-392** **Addition to High-Visibility Crosswalks - 2nd Ave & James St. North**
Moved by: Councillor Gibbons
Seconded by: Councillor Tropin
- "That we agree with the recommendation of the Group II Committee and apply to the SGI Traffic Safety Grant for one additional flashing crosswalk sign to add to the high-visibility crosswalk on James Street North at 2nd Avenue."
CARRIED
- Resolution No. 2025-393** **November 18, 2025 - Joint Administration Committee Report - Councillor Schindelka**
Moved by: Councillor Schindelka
Seconded by: Councillor Holobetz
- "That the Joint Administration Committee Report be accepted as presented verbally by Councillor Schindelka."
CARRIED
- Resolution No. 2025-394** **Municipal Office - 2026 IT Requirements**
Moved by: Councillor Tropin
Seconded by: Councillor Matheson
- "That we agree with the recommendation of the Joint Administration Committee and approve the 2026 Municipal Office IT replacement schedule, in the amount of \$7,100 to be shared equally by each municipality."
CARRIED
- Resolution No. 2025-395** **Lumsden & District Fire Department - 5-Year Capital Plan**
Moved by: Councillor Matheson
Seconded by: Councillor Schindelka
- "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 "B". "
CARRIED
- Resolution No. 2025-396** **Communications**
Moved by: Councillor Gibbons
Seconded by: Councillor Matheson
- "That the following communications and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:
- a. Lumsden & District Heritage Home - Newsletter, September 2025
 - b. Lumsden & District Heritage Home - Newsletter, October 2025
 - c. Lumsden & District Heritage Home - Newsletter, November 2025
 - d. Miscellaneous."
- CARRIED**
- Director of Finance, Ryan Haresign, left for the remainder of the meeting at 7:22 pm.**



Resolution No. **Closed Session**
2025-397 **Moved by:** Councillor Gibbons
 Seconded by: Councillor Matheson

"That we move into Closed Session at 7:22 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 8:05 pm, Council left the Closed Session and returned to the open meeting.

Director of Planning and Development, Aimee Bryck, left for the remainder of the meeting at 8:05 pm.

Appointments

Resolution No. **Building Official Appointment - Nathan Brodner**
2025-398 **Moved by:** Councillor Haubrich
 Seconded by: Councillor Matheson

"That, in accordance with the service agreement with Professional Building Inspections, Inc., the Town of Lumsden hereby resolves to confirm Certificate of Appointment for the following Licensed Building Official:

NAME	LICENSE HELD	LICENSE NO.
Nathan Brodner	Class 1, Licensed Building Official, SK	BOL880."

CARRIED

Resolution No. **2026 Committee Appointments**
2025-399 **Moved by:** Councillor Schindelka
 Seconded by: Councillor Holobetz

"That the list of appointments attached as Schedule "C" is hereby approved, and takes effect January 1, 2026."

CARRIED

New Business

Resolution No. **Municipal Revenue Sharing - Declaration of Eligibility**
2025-400 **Moved by:** Councillor Holobetz
 Seconded by: Councillor Tropin

"That the Council of the Town of Lumsden confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2024 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required;

and

That we authorize the Chief Administrative Officer to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations."

CARRIED

Resolution No. **Ecole Lumsden School Community Council - Funding Request for School Playground**
2025-401 **Moved by:** Councillor Gibbons
 Seconded by: Councillor Tropin

"That we agree to donate \$17,000 to the Ecole Lumsden Elementary School, as a partnership with the RM of Lumsden No. 189 and Lumsden & District Lions Club to total \$50,000, with matching funding of \$50,000 from the Saskatchewan School Playground Equipment Grant."

CARRIED

Bylaws

- Resolution No.** **Bylaw No. 2025-07 - Water and Sewer Rates - First Reading**
2025-402 **Moved by:** Councillor Matheson
 Seconded by: Councillor Holobetz

 "That Bylaw No. 2025-07, being the Water and Sewer Rates Bylaw, be read a first time."
 CARRIED
- Resolution No.** **Bylaw No. 2025-07 - Water and Sewer Rates - Second Reading**
2025-403 **Moved by:** Councillor Gibbons
 Seconded by: Councillor Tropin

 "That Bylaw No. 2025-07, being the Water and Sewer Rates Bylaw, be read a second time."
 CARRIED
- Resolution No.** **Bylaw No. 2025-07 - Water and Sewer Rates - Give Three Readings**
2025-404 **Moved by:** Councillor Schindelka
 Seconded by: Councillor Haubrich

 "That Bylaw No. 2025-07, being the Water and Sewer Rates Bylaw, be given 3 readings at this meeting."
 CARRIED UNANIMOUSLY
- Resolution No.** **Bylaw No. 2025-07 - Water and Sewer Rates - Third Reading**
2025-405 **Moved by:** Councillor Matheson
 Seconded by: Councillor Holobetz

 "That Bylaw No. 2025-07, being the Water and Sewer Rates Bylaw, be adopted, signed and sealed."
 CARRIED
- Resolution No.** **Bylaw No. 2025-08 - Regulate the Operation of the Water and Sewer Systems - First Reading**
2025-406 **Moved by:** Councillor Gibbons
 Seconded by: Councillor Tropin

 "That Bylaw No. 2025-08, being a bylaw to Regulate the Operation of the Town's Water and Sewer Systems, be read a first time."
 CARRIED
- Resolution No.** **Bylaw 2025-08 Regulate the Operation of the Water and Sewer Systems - Second Reading**
2025-407 **Moved by:** Councillor Schindelka
 Seconded by: Councillor Haubrich

 "That Bylaw No. 2025-08, being a bylaw to Regulate the Operation of the Town's Water and Sewer Systems, be read a second time."
 CARRIED
- Resolution No.** **Bylaw 2025-08 Regulate the Operation of the Water and Sewer Systems - Give Three Readings**
2025-408 **Moved by:** Councillor Matheson
 Seconded by: Councillor Holobetz

 "That Bylaw No. 2025-08, being a bylaw to Regulate the Operation of the Town's Water and Sewer Systems, be given 3 readings at this meeting."
 CARRIED UNANIMOUSLY
- Resolution No.** **Bylaw 2025-08 Regulate the Operation of the Water and Sewer Systems - Third Reading**
2025-409 **Moved by:** Councillor Gibbons
 Seconded by: Councillor Tropin

 "That Bylaw No. 2025-08, being a bylaw to Regulate the Operation of the Town's Water and Sewer Systems, be adopted, signed and sealed."
 CARRIED
- Resolution No.** **Closed Session**
2025-410 **Moved by:** Councillor Matheson
 Seconded by: Councillor Schindelka


 "That we move into Closed Session at 8:45 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



Rise from Closed Session

At 9:09 pm, Council left the Closed Session and returned to the open meeting.

- Resolution No.** **Acting Pay for Temporary Assignments**
2025-411 **Moved by:** Councillor Gibbons
 Seconded by: Councillor Matheson
- "That we agree with the recommendation of the Joint Administration Committee and approve an amendment to the Town of Lumsden Human Resource Policy to include "Acting Pay" for situations where Joint Administration Office Services Clerk staff assume additional responsibilities normally assigned to a higher-level Office Services Clerk's position, as per Schedule "D"."
- CARRIED**
- Resolution No.** **Assistant Chief Administrative Officer - Level 2 Salary Grid**
2025-412 **Moved by:** Councillor Schindelka
 Seconded by: Councillor Holobetz
- "That we agree with the recommendation of the Joint Administration Committee and adopt a revised salary schedule for the Assistant Chief Administrative Officer Level 2 position as per Schedule "E" to come into effect December 21, 2025."
- CARRIED**
- Resolution No.** **Jury Duty Amendment**
2025-413 **Moved by:** Councillor Tropin
 Seconded by: Councillor Haubrich
- "That we agree with the recommendation of the Joint Administration Committee and approve an amendment to the Town of Lumsden Human Resource Policy, Section 25.1 Jury Duty General Provisions, by adding 'as well as during the jury selection process' to the end of the first sentence."
- CARRIED**
- Resolution No.** **Part-Time Office Services Clerk - C. Melnyk**
2025-414 **Moved by:** Councillor Gibbons
 Seconded by: Councillor Haubrich
- "That we acknowledge the Chief Administrative Officer's hiring of Carrie Melnyk, to fill a new position as a permanent, part-time Office Services Clerk, effective December 1, 2025 with a probationary period of 13 weeks; and
That we approve a wage at Step 3 of the 2025 Joint Administration Wage Grid, being \$23.44."
- CARRIED**
- Resolution No.** **Adjournment**
2025-415 **Moved by:** Councillor Holobetz
- "That we adjourn the meeting at 9:11 pm."
- CARRIED**



Mayor



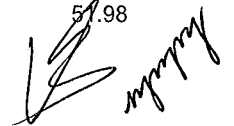
Chief Administrative Officer

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2025-11-21 2:27 PM

Town of Lumsden
Invoice Edit List - Condensed
 Batch # 2025-00279 - November 25, 2025 To Be Approved
 For the Period Ended 2025-11-30

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Vendor #	Name					
Tr #	Invoice #	Date	Due Date	Reference	PO #	Invoice Amount
ACCCOM	Access Communications					
40	IN000114520	2025-11-17	2025-11-26	110 Prospect Cres-Line Hit-Sewer Repair		2,391.04
ASSENV1	Assoc Enviro					
45	823423	2025-11-18	2025-11-26	CHIF App-WTP to Nov 7		4,536.00
BRYAIM1	Bryck, Aimee					
9	SPPI 2026 A Bry	2025-11-04	2025-11-26	2026 SPPI Membership-Aimee Bryck		21.00
CAPFOR1	Capital Ford Lincoln Inc.					
16	623312	2025-11-07	2025-11-26	U013 - Thermostat Parts		103.24
COLROC1	Coleman, Rocky					
8	Complaint	2025-10-29	2025-11-26	Complaint - Lake St. Dog Barking		10.08
DANCOR1	Danyliw, Cory					
41	CLOTH 25-11-08	2025-11-08	2025-11-26	Clothing Allowance		105.42
FORGAR1	Fort Garry Industries Ltd					
44	F3019876	2025-11-14	2025-11-26	U116-3" Grommet/U030-Replace Mudd Flap		59.17
GFLGRE1	GFL Green For Life					
21	SA0010529232	2025-10-31	2025-11-26	WWTP-Sludge Disposal - 9.60MT & Nov Rent		1,708.13
GRATIR1	Graham's Tire Service Ltd.					
17	0422635	2025-11-07	2025-11-26	U040 & U100 - Flat Repair		195.36
GREDIS1	Gregg Distributors LP					
19	063-223459	2025-11-06	2025-11-26	Sidewalk Salt x 50		1,267.62
HACH1	Hach Sales & Service Canada Lt					
46	394566	2025-09-15	2025-11-26	WTP-Chemicals		60.48
HORCOM1	Horizon Computer Solutions					
26	237589	2025-11-10	2025-11-26	Wireless Access Point		488.69
JRACON1	JRA Construction Services Ltd.					
37	2805	2025-10-31	2025-11-26	300 Ross St - Service Repair		7,385.74
LMR1	Last Mountain Railway					
20	1225	2025-11-07	2025-11-26	Track Maintenance - November		730.00
LUMFIR2	Lumsden Fire Dept					
23	2025 Gala-Table	2025-11-05	2025-11-26	LFD Gala Tickets X8		400.00
LUMSUP1	Lumsden Supermarket					
1	00009471/009536	2025-10-09	2025-11-26	Dog Park - Student Volunteer Snacks		57.25
2	00009661/009727	2025-10-09	2025-11-26	Shop - Coffee		100.72
3	00011567/011643	2025-10-15	2025-11-26	EMO - Meeting Supplies		8.62
4	00011333/011407	2025-10-14	2025-11-26	EMO - Meeting Supplies		14.76
5	00009142/009189	2025-10-21	2025-11-26	Office - Coffee		51.98

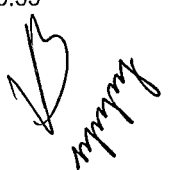


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Town of Lumsden
Invoice Edit List - Condensed
Batch # 2025-00279 - November 25, 2025 To Be Approved
For the Period Ended 2025-11-30

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Vendor #	Name					
Tr #	Invoice #	Date	Due Date	Reference	PO #	Invoice Amount
6	00003012/003037	2025-09-20	2025-11-26	WWTP - Soap		3.31
7	00010079/010130	2025-10-25	2025-11-26	WTP- Distilled Water		3.02
				Vendor Total:		239.66
MARPET1 Marsollier Petroleum Ltd						
42	475262	2025-11-12	2025-11-26	U095/U155/U156 - 15W40 Oil		1,393.53
MATLES1 Matheson, Lesia						
27	SEDA25 Expenses	2025-11-13	2025-11-26	SEDA 430km, Private Stipend x2, Parking		364.87
METINC1 Metercor Inc.						
43	23234	2025-11-13	2025-11-26	Water Meter Replacement		1,827.99
NAYCAN1 NAYAX Canada Inc						
22	602110042	2025-10-30	2025-11-26	Bulk Water Service Fees October		31.34
PRAMOB1 Prairiemobile Communications						
15	RGSASIN18794	2025-11-12	2025-11-26	IPhone 17 w/ Accessories-Exner		799.15
PROBUI1 Professional Building Inspecti						
12	25103131	2025-10-31	2025-11-26	Inspections x 10 - October		3,948.00
ROCMOU1 Rocky Mountain Phoenix						
38	IN0154427	2025-11-17	2025-11-26	LFD-Fill Station Air Compressor Maintena		771.18
SASHEA1 Saskatchewan Health Authority c/o						
10	3518217	2025-11-10	2025-11-26	200 River St - Testing		23.00
28	3518637	2025-11-17	2025-11-26	300 James St N - Testing		23.00
				Vendor Total:		46.00
SASWAS1 Saskatchewan Waste Reduction C						
13	36258	2025-11-12	2025-11-26	2026 SWRC Membership		200.00
SECKEY1 Security Key & Lock Service						
18	0000514082	2025-11-18	2025-11-26	Dew Drop-Flag Pole Key/Hall-Maint. Room		21.09
SOUASP1 Southern Asphalt Services Ltd						
31	202207553	2025-10-22	2025-11-26	Paving North End of James St Bridge		3,885.00
SPIHEA1 SPI Health and Safety Inc.						
11	12425903-00	2025-11-14	2025-11-26	FD-SCBA Flow Testing/Trvl		1,900.24
STRKEL1 Strickland, Kelly						
47	Cloth 2025-01	2025-11-20	2025-11-26	Clothing Allowance		116.55
48	Cloth 2025-02	2025-11-20	2025-11-26	Clothing Allowance		116.55
49	Cloth 2025-03	2025-10-27	2025-11-26	Clothing Allowance		83.23
50	Cloth 2025-04	2025-10-20	2025-11-26	Clothing Allowance		44.38
51	Cloth 2025-05	2025-11-01	2025-11-26	Clothing Allowance		124.84
				Vendor Total:		485.55



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Town of Lumsden
Invoice Edit List - Condensed
Batch # 2025-00279 - November 25, 2025 To Be Approved
For the Period Ended 2025-11-30

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Vendor #	Name					
Tr #	Invoice #	Date	Due Date	Reference	PO #	Invoice Amount
SWIKEM1 Swish-Kemsol						
29	R031884	2025-11-20	2025-11-26	Hall - Janitorial Supplies		443.83
30	R031883	2025-11-20	2025-11-26	Office - Janitorial Supplies		48.20
Vendor Total:						492.03
WESLIT1 Western Litho Printers Ltd						
14	0000194581	2025-05-01	2025-11-26	South SK Visitors Guide Book		2,572.50
WHILAN1 Whitteron, Lance						
39	Clothing-25-01	2025-11-07	2025-11-26	Clothing Allowance		371.81
WOLMEC1 Wolseley Mechanical Group						
33	441799	2025-11-17	2025-11-26	Water Service Repair Part		86.72
34	441800	2025-11-17	2025-11-26	Shop Supplies-Paint/6" Coupling/PVC Pipe		1,223.47
35	428961	2025-11-12	2025-11-26	Water Service-6" Hymax Coupling x2		1,187.10
36	428962	2025-11-12	2025-11-26	Water Service Repair Parts		247.45
Vendor Total:						2,744.74
WOOTYL1 Wood, Tylor						
32	Clothing 25-02	2025-11-09	2025-11-26	Clothing Allowance		547.77
WYLCON1 WYL Construction						
25	1106	2025-11-14	2025-11-26	Cemetery - Sign for Maps		2,275.50
YWCREG1 YWCA Regina						
24	FacePainter2025	2025-09-20	2025-11-26	Scarecrow Festival Face Painter-4hrs		200.00
Total for Batch:						44,579.92

Invoices Printed: 51



Date Printed
2025-11-21 2:34 PM

Town of Lumsden
Invoice Edit List - Condensed
Batch # 2025-00278 - November 25, 2025 Preauthorized
For the Period Ended 2025-11-30

Page 1

Vendor #	Name						
Tr #	Invoice #	Date	Due Date	Reference	PO #	Invoice Amount	
ESSMOB1	Esso Mobil						
5	108606216	2025-11-08	2025-11-21	1683.95 Liters Gas - October Vehicles		2,135.45	
RECGEN1	Receiver General (Acct #1)						
2	RP1-2025-11-08	2025-11-08	2025-11-21	Income Tax/CPP/EI/CPP2 - Nov 8		18,532.20	
RECGEN2	Receiver General (Acct #2)						
3	RP2-2025-11-08	2025-11-08	2025-11-21	Income Tax/CPP/EI - Nov 8		587.72	
SASENG1	SaskEnergy						
4	SKENG-2025-10	2025-11-05	2025-11-21	Energy Billing October		3,255.19	
SASPOW1	SaskPower Consol.						
6	SkPower 2025-10	2025-11-07	2025-11-21	SK Power - October		12,581.49	
7	SkPower 25/10Cr	2025-11-07	2025-11-21	Sk Power - October Credit		-474.69	
Vendor Total:						12,106.80	
SECMON1	SecurTek Monitoring Services						
1	INV2294195	2025-11-03	2025-11-21	November Office Alarm		55.45	
Total for Batch:						36,672.81	

Invoices Printed: 7



Date Printed
2025-11-21 2:39 PM

Town of Lumsden
Invoice Edit List - Condensed
Batch # 2025-00270 - October 2025 RBC Visa Statements
For the Period Ended 2025-11-30

Page 1

Vendor #	Name					
Tr #	Invoice #	Date	Due Date	Reference	PO #	Invoice Amount
VISA-GB	Royal Bank Visa - Gerry					
1	Statement 25-10	2025-10-27	2025-11-07	Visa Statement October		4,168.69
VISA-JC	Royal Bank Visa - Jeff					
2	Statement 25-10	2025-10-27	2025-11-07	Visa Statement October		37.78
VISA-MM	Royal Bank VISA - Merkosky					
3	Statement 25-10	2025-10-27	2025-11-07	Visa Statement October		702.59
VISA-KS	Royal Bank VISA - Krystal					
4	Statement 25-10	2025-10-27	2025-11-07	Visa Statement October		1,421.68
VISA-LW	Royal Bank VISA - Whitteron					
5	Statement 25-10	2025-10-27	2025-11-07	Visa Statement October		35.94
Total for Batch:						<u>6,366.68</u>

Invoices Printed: 5



Date Printed
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Town of Lumsden
Invoice Edit List - Condensed
Batch # 2025-00271 - October 2025 RBC Visa Transactions
For the Period Ended 2025-11-30

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Vendor #	Name					
Tr #	Invoice #	Date	Due Date	Reference	PO #	Invoice Amount
STAPLE2	Staples Canada #151					
1	2072622	2025-10-15	2025-11-07	PW - Pens		23.94
SOUCOU1	South Country Equipment Ltd					
2	892401	2025-10-02	2025-11-07	U160 - Pump - Oil Filter		13.84
RBCVIS1	RBC Visa					
3	Annual Fee GB 2	2025-10-01	2025-11-07	Annual Fee G Beaurivage Visa		50.00
SWWA1	SWWA					
4	SWWA-JB-Mem-25	2025-10-01	2025-11-07	SWWA Annual Membership Buhay		63.00
5	SWWA-GB-Mem-25	2025-10-01	2025-11-07	SWWA Annual Membership Beaurivage		63.00
CANTIR1	Canadian Tire #275					
6	44/084420	2025-10-14	2025-11-07	U017/U016 - Vehicle Maintenance		115.59
SWWA1	SWWA					
7	SWWA-TW-Mem-25	2025-10-16	2025-11-07	SWWA Annual Membership Tylor Wood		63.00
8	SWWA-Conf-25	2025-10-22	2025-11-07	SWWA Fall Seminar-Buhay/Wood/Beaurivage		1,622.25
FABPLA1	Fabco Plastics Saskatoon Ltd.					
9	60048404	2025-10-22	2025-11-07	WTP - Flow Controller for Chemical Pump		2,191.85
INFSER1	Information Services Corp.					
10	RegistrySearch-	2025-10-01	2025-11-07	ISC Registry Search Refund		-12.00
11	145224465	2025-10-01	2025-11-07	Load Account CR		150.00
MORMAR1	Morrow's Marine and More					
12	SI-8441	2025-10-14	2025-11-07	U018-Tire Repair		51.34
13	SI-8442	2025-10-14	2025-11-07	U018 - Battery for Key Fob		12.61
STAPLE1	Staples - ONLINE					
14	71362149	2025-10-15	2025-11-07	Office Supplies		70.46
15	71368870	2025-10-16	2025-11-07	Office Supplies		31.48
16	71369382	2025-10-16	2025-11-07	Office Supplies		42.19
17	71375382	2025-10-16	2025-11-07	Office Supplies		128.33
HBIOFF1	HBI Office Plus Inc					
18	CS82888	2025-10-20	2025-11-07	Office Supplies		37.27
ZOOM1	Zoom Video Communications Inc					
19	INV37212571	2025-10-25	2025-11-07	Zoom - Oct 25-Nov 24, 2025		25.52
HOMDEP1	Home Depot, The					
20	0239809793	2025-10-25	2025-11-07	Office - Kitchen Taps		165.39
MICROS1	Microsoft Corporation					
21	Oct 25 Def&Bus	2025-10-02	2025-11-07	Microsoft Defender & Bus Basic-Oct		417.49
22	Oct 25 Inv	2025-10-02	2025-11-07	Microsoft Bus Standard October		339.66



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Town of Lumsden
Invoice Edit List - Condensed
Batch # 2025-00271 - October 2025 RBC Visa Transactions
For the Period Ended 2025-11-30

Page 2

Vendor #	Name	Tr #	Invoice #	Date	Due Date	Reference	PO #	Invoice Amount
DIACAN1	Diabetes Canada	23	IMO Holobetz	2025-10-06	2025-11-07	IMO - Ted Holobetz - W Holobetz Father		52.80
GODAD1	GoDaddy Domains Canada, Inc	24	544145245	2025-10-06	2025-11-07	3 Yr Domain & Protection		119.19
SPLTOP1	Splashtop Inc.	25	Oct, 25	2025-10-15	2025-11-07	Remote Support October		63.90
ADOINC1	Adobe Inc	26	Adobe 25-10	2025-10-18	2025-11-07	Comm Cord & Office Adobe-Oct 18-Nov 17		378.39
REACAN2	Real Canadian Superstore	27	029761/226902	2025-10-20	2025-11-07	Office - Halloween Candy Kids		7.18
THECON1	The Contractor Orientation	28	121308103420	2025-10-24	2025-11-07	Pedestrian Crossing Training-J Carey		43.07
BULCOM1	Bulyea Community Co-Operative Associatio	29	71295668	2025-10-24	2025-11-07	WWTP-18.9 Water for Testing x 6		35.94
Total for Batch:								<u>6,366.68</u>

Invoices Printed: 29



Net pay

Town of Lumsden

Page 1

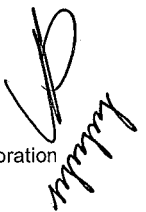
Department : All

Payroll group: Bi-Weekly RP0001

El group: All

For period end dates: Nov 08, 2025 to Nov 08, 2025

Employee No.	Employee name	Net pay
113	Ashurst, Scott R	\$2113.77
112	Beaurivage, Germain Ernest	\$2343.25
450	Brennan, Liam J	\$1674.47
118	Bryck, Aimee R.	\$2723.63
119	Buhay, Joshua	\$1738.50
111	Carey, Jeff	\$2814.56
115	Danyliw, Cory D	\$1529.19
126	Donahue, Denise G	\$2127.98
103	Exner, Chris F	\$1860.51
102	Haresign, Ryan Christopher	\$2708.11
133	Kater, Reid	\$1462.42
132	Kozak, Amy	\$1306.57
124	Kurtz, Kristy	\$1428.36
128	Lovelace, Crystal	\$1295.43
101	Merkosky, Monica Marie	\$3319.74
313	Neufeld, Denine E	\$1331.87
116	Strickland, Kelly	\$1580.99
110	Strong, Krystal D	\$1982.15
117	Whitteron, Lance	\$1839.08
122	Wood, Tylor	\$2115.35
Report totals: # of Employees: 20		\$39295.93
# of Records: 20		



Net pay

Town of Lumsden

Page 1

Department : All

Payroll group: Bi Weekly RP0002

EI group: All

For period end dates: Nov 08, 2025 to Nov 08, 2025

Employee No.	Employee name	Net pay
300	Luboya, Papin Mukendi	\$216.48
301	Robertson, Jake Wesley	\$1336.84
Report totals: # of Employees: 2		\$1553.32
# of Records: 2		



Lumsden & District Fire Department

Capital Plan 2026 - 2030

Description	2024	2025	2026	2027	2028	2029	2030
Hi-Vol.Hose 2000'							
PPE - 3 or 4 Sets Annually	\$13,230	\$13,892	\$14,586	\$15,316	\$16,082	\$16,886	\$17,731
Water Rescue Suits (Replaced in 2023)							
Thermal Imaging Camera (Replaced in 2022)							
Fire Hall Expansion (2,400 F2)			\$379,315				
Air Compressor and Fill Station				\$25,000			
Battery Operated Cutter, Spreader, Ram			\$53,239				
Highway Strut Kit					\$13,096		
Super Vac PPV					\$9,284		
Replace Fire Truck (1994 Engine No.2)			\$837,866				
Portable (Handheld) Radios x 16		\$18,656					
Gear Extractor						\$8,500	
Hose Drying Rack						\$4,000	
~ 10 yo - 3,000 gallon tanker truck w/bladder							\$255,256
Municipality's Share (50% each)	\$6,615	\$16,274	\$642,503	\$20,158	\$19,231	\$14,693	\$136,494

2026 Fire Hall:

2022 Price	\$284,928 (Suggested Pricing from PCL)
2023 Price	\$327,667 (+15%, PCL source)
2024 Price	\$344,050 (+5%, PCL source) May/2024 - JADM Tsf'd Hall Expansion to 2025
2025 Price	\$361,252
2026 Price	\$379,315

2026 Fire Truck:

2022 Price	\$670,048
2023 Price	\$716,951 (+7%, Sea Hawk source)
2024 Price	\$759,968 (+6%, Sea Hawk source)
2025 Price	\$797,967 (+5%, Sea Hawk source)
2026 Price	\$837,866 (+5%, Sea Hawk source)

Long Range Forecasting:

Description	2026	2036	2046
Replace Fire Truck	\$837,866	\$1,364,796	\$2,223,108
	Eng No. 2	Eng No. 3	Eng No. 2
Municipality's Share (each)	\$418,933	\$682,398	\$1,111,554

Truck cost forecasts have been determined by adding the dealer's estimated inflation (see above) and then adding 5% each year after 2026. Chief Jeff Carey obtained estimate on Oct 28, 2022 (\$716,951 for 2023). Fluctuation in the US\$ will be a potential problem.

Note: 10 - 20 Year old trucks still qualify as Frontline Pumpers for the Community Insurance Rating.
Trucks plus population = Fire Insurance Standards

Projected Reserve Balances on Dec 31, 2030:

Town	RM
\$266,344	\$12,613

November 12, 2025

TOWN OF LUMSDEN - 2026 APPOINTMENTS

Committee	Members	Term Expiry
Joint Administration/Fire Committee	Mayor: Verne Barber	December 31, 2026
	Councillors: Schindelka & Tropin	December 31, 2026
Deputy Mayor Appointment		
January / February	Councillor Holobetz	December 31, 2026
March / April	Councillor Gibbons	December 31, 2026
May / June	Councillor Haubrich	December 31, 2026
July / Aug	Councillor Matheson	December 31, 2026
September / October	Councillor Schindelka	December 31, 2026
November / December	Councillor Tropin	December 31, 2026
STANDING COMMITTEE APPOINTMENTS		
Group I	Chair: Councillor Haubrich	
Finance & Audit, Social Media	Chair: Councillor Haubrich	December 31, 2026
	Members: Councillor Tropin & Councillor Gibbons	December 31, 2026
Recreation & Culture	Chair: Councillor Gibbons	December 31, 2026
	Members: Councillor Tropin & Councillor Haubrich	December 31, 2026
Protective Services	Chair: Councillor Tropin	December 31, 2026
	Members:Councillor Haubrich & Councillor Gibbons	December 31, 2026
Group II	Chair: Councillor Holobetz	
Transportation, Flood Protection & Drainage	Chair: Councillor Matheson	December 31, 2026
	Members: Councillor Holobetz & Councillor Schindelka	December 31, 2026
Environment/Public Health & Welfare / Landfill	Chair: Councillor Holobetz	December 31, 2026
	Members: Councillor Schindelka & Councillor Matheson	December 31, 2026
Water & Sewer Utility / Solar	Chair: Councillor Schindelka	December 31, 2026
	Members: Councillor Holobetz & Councillor Matheson	December 31, 2026
Other		
Employee	Chair: Councillor Gibbons	December 31, 2026
	Members: Councillor Tropin & Councillor Schindelka	December 31, 2026
Planning & Economic Development	Chair: Councillor Matheson	December 31, 2026
	Members: Councillor Holobetz & Councillor Haubrich	December 31, 2026
Ad Hoc Council Committees		
Annexation Committee	AS REQUIRED	
Mayor Verne Barber is ex-officio member of each Committee		
Representative Appointments		
Assessor	Monica Merkosky	December 31, 2026
Auditor	Dudley & Company LLP	December 31, 2026
Development Officer	Aimee Bryck, Denise Donahue	Until Further Notice
Solicitor	MacLean Keith	December 31, 2026
Fire Chief	Jeff Carey	December 31, 2026
Deputy Fire Chief	Terrance Renkas	December 31, 2026
Dog Catchers	Cory Danyliw, Jeff Carey, Lance Whitteron, Scott Ashurst, Gerry Beaurivage, Kelly Strickland, Josh Buhay	December 31, 2026
Weed Inspector	Lance Whitteron	December 31, 2026
Mutual Aid - Emergency Measures Control Committee	Councillor Tropin, Councillor Haubrich	December 31, 2026
District Emergency Management Organization (EMO)	Coordinator: Nancy Cherney, Deputy: Lorrie Hanna	Until Further Notice
	Councillor Tropin	December 31, 2026
Regional Library Board Representative	Councillor Gibbons	December 31, 2026
Lumsden Historical Society Inc.	Mayor Barber	Until Further Notice
Lumsden Housing Authority	Christine Calder(2026)	
	Christina Haussecker(2025), Judy Wagner(2023)	
Lumsden & District Arts Council	Councillor Matheson	December 31, 2026
Lumsden & District Heritage Home	Byron Tumbach	December 31, 2026
	Caroline Hoffart (3 year term)	Res.# 2020-240, exp Dec 2022
Lumsden Sports Assoc. Representative	Councillor Schindelka	December 31, 2026
Occupational Health & Safety Rep.	Councillor Holobetz	December 31, 2026
Cerified Board of Revision	RM of Lumsden, Lumsden, Craven, Regina Beach, Buena Vista Cerified Board	December 31, 2026
Development Appeals Board (3 year terms)	Jack Kinnear	
	Gerry Tomkins, Gary Hovanak(2026), Dana Schmalz(2026)	
	Janine Fleck(2026)	
Development Appeals Board - Secretary	Ferne Senft	Res. #2022-124, Until Further Notice
Building Officials (Professional Building Inspections, Inc.)	By Agreement	Res. # 2024-519 (for 2026) By Agreement
Municipal Wildlife Control Officers	Jeff Carey, Perry Reavley	December 31, 2026
Bylaw Enforcement Officer	Rocky Coleman	Res. # 2021-069 By Agreement 5year term



Proposed 'Acting Pay' Clause

Joint Administration Office Services Clerks

Recommended by Joint Administration Committee – November 18, 2025

7.00 Employee Recruitment Procedures

7.2 Promotions – Temporary (Joint Administration Office Services Clerks Only)

In the event that there is a temporary absence of the incumbent or a vacant role, an Office Services Clerk (OSC) may temporarily assume additional responsibilities normally assigned to a higher-level OSC position. According to their supervisor, OSC's who are willing and competent to perform the duties of a vacant, higher-level OSC position, on a temporary basis, will be eligible for 'acting pay' as follows:

Eligibility Considerations:

- The employee must assume a **significant portion or all** of the higher-level position's duties, as determined by their supervisor.
- The 'acting period' will commence after 4 consecutive weeks of absence or vacancy.
- The 'acting period' must last a **minimum of 5 consecutive working days, following the 4 consecutive weeks of absence or vacancy.**
- The temporary assignment must be **approved in writing** by the employee's supervisor and the Chief Administrative Officer, **before** the 'acting period' begins.

Compensation:

- A wage increase equal to the percentage difference between Step 1 of each position.

Example:

OSC Reception Step 1 = \$22.41

OSC Communications Step 1 = \$23.60 (5.25% higher)

- In extenuating circumstances, the Chief Administrative Officer has the authority to implement a different percentage calculation.
- Acting pay will apply only for the duration of the 'acting period' and so long as the employee continues to perform the higher-level duties. (*reminder: the acting period commences after 4 consecutive weeks of absence or vacancy*).
- Acting pay will cease when the employee returns to normal duties or when the higher-level position is filled by the incumbent or another appointee.

Duration:

- The temporary assignment shall be reviewed 3 months after the acting period commences and may be re-approved by the supervisor and the Chief Administrative Officer.

Proposed 2025 Salary Schedule

Assistant Chief Administrative Officer Level 2

Recommended by Joint Administration Committee – November 18, 2025

To Come Into Effect December 21, 2025

Proposed POINTS	Proposed STEP	Proposed Asst CAO Level 2	Chge
7	1	70,150	
8	2	72,957	4.00%
9	3	75,875	4.00%
10	4	78,910	4.00%
11	5	82,066	4.00%
12	6	85,349	4.00%
13	7	88,763	4.00%

