

**TOWN OF LUMSDEN**  
**MINUTES OF THE GROUP I COMMITTEE MEETING**  
**HELD ON MARCH 2<sup>nd</sup>, 2017**

The Group I Committee convened their quarterly meeting at the Council Chambers of the Municipal Office in Lumsden, on Thursday, March 2<sup>nd</sup>, 2017 at 4:00 pm, with Chairperson Dave Cameron presiding.

**Present:** Chairperson: Dave Cameron  
Mayor: Bryan Matheson  
Councillors: Wes Holobetz (left at 5:10pm), Byron Tumbach  
Community Coordinator: Chris Exner  
Chief Administrative Officer: Darcie Cooper

**Addition to Agenda:**

Tumbach/Holobetz: "That we agree to add the following item to the agenda:

- Playground/Park discussion - south end of Town."

**CARRIED**

**Approval of Agenda:**

Matheson/Holobetz: "That we adopt the agenda as amended."

**CARRIED**

**Community Coordinator Report:**

Community Coordinator Chris Exner provided a written report to the committee regarding various Parks and Recreation Activities/projects, including the following:

**Campground Host**

- Campground Host contract will be advertised next week on our social media and local paper; position will include collecting campground fees, booking all campground sites, supervision of the sites/laundry facilities and septic dump. Campground Host also has some light duties in the RiverPark Centre.
- There will be a separate contract for cleaning of the RiverPark Centre

**RiverPark Centre**

- 2017 Cleaning contract will be renewed; services are currently once a week until April
- Moonlight Movies contract has been completed. They will be starting preparation for the upcoming season soon and will operate the canteen during ball season and movie nights.

**Centennial Hall**

- Federal Canada 150 Grant - upgrades to the stage, main entrance and 3 phase electrical completed. 4 new furnaces and 2 air conditioning units. Concrete work completed on front steps, access ramp landings, front side walk, basement door pad, sidewalk, coat rack and the roof gutter over the basement door. Remaining funds will be used for smaller items such as; main door threshold ramp, basement steps, washroom dividers and component input upgrade to sound system.
- Preparing maintenance checklist for the mechanical room
- Requested quote for sidewalk reconstruction from front of hall west to the Legion

**Trees**

- Expecting a large number of "issue" trees in Lumsden over the next number of years. Many of the large Cottonwood trees are at the end of their life. We have also lost several trees in RiverPark the last couple of years along the oxbow.
- The majority of tree trimming will be along 7th Ave and the area around the corner of James Street and 5th Ave.
- 2017 planting will focus on RiverPark and the trails out at Qu'Appelle Valley Nordic Centre (QVN). We will be planting coniferous trees in RiverPark to hopefully have less damage by beavers. The planting variety at QVN will vary with some shelterbelt and clump planting areas.
- Part-time student will maintain the Town Sign and Centennial Hall greenspace areas.

**SprayPark**

- Will re-open May long weekend 2017 weather permitting.
- The combination of RiverPark Bldg/SprayPad for a birthday party is a popular rental.
- Planning to have some new benches and picnic tables installed near the SprayPark.
- A recognition plaque is being designed for the spraypad outlining sponsors and committee members.

**Ball Diamonds**

- The new bleacher is assembled and will be added to the 7th Avenue East diamond. The two new bleachers will replace the old wood units that were deteriorating. Waiting for the delivery of another bleacher that will be used at the 7th Avenue West diamond.
- Ball Diamonds are in over-all good condition with some fence and gate repairs to be completed in 2017.

**Promotion**

- Requested a quote for a video promotion of the town with aerial clips.
- We are promoting all events on two FB pages, Town Twitter, Website and electronic sign on the office. We have had several posts get views of over 1000. On September 23 we had a post for the Scarecrow Festival that had 13,395 views. Most recently our post on the upcoming MoonLight Movies had over 26,000 views.
- Waterfront Press has been very supportive of community events; great coverage with stories and pictures.

**Parks**

- Hill slide at Broad Street Park will be installed in 2017, hopefully in spring, weather permitting.
- Spring toy installation at Elgin Park in 2017.
- Spiral slide installation 2017 at RiverPark.
- Picnic tables and benches at Lion's Park in 2017.
- 2017 budget includes professional installation with one equipment operator to assist in getting these projects completed.

**Benches and Picnic Tables**

- Sponsored benches and picnic tables in Lion's Park are available. \$1000 for a bench and \$1500 for a picnic table. Both products have solid metal frames with cedar planking. A bronze plaque is attached to acknowledge the sponsorship.
- Anyone interested in sponsoring a bench or table can contact the office and talk to the Community Coordinator. Bench or table placement can be requested, location discussed and finalized after meeting on-site and "locates" are completed.
- A bench was recently installed at the Museum Site. Another bench is being put into the Lion's Park.

**Trails**

- Lumsden trail committee consists of: 2 residents of Lumsden, 1 resident of the R.M of Lumsden in the 7 bridges area and 1 resident of Deer Valley. Need one more Lumsden resident to join the committee.
- Will be renewing the private land use agreements before May 2017.
- Spring clean-up of the trail, initial cutting of the trail to be done by the end of May.
- Priority is on completing the reconstruction of the trail from the RiverPark Bridge east to the Dyke. This 1 km section sees a lot of traffic and has been in poor condition for the last two years with washed out sections. Funds are in the budget to complete this with a contractor if in-house resources are not available. Committee encourage Chris to get it completed as soon as he can.
- Nordic trails: QVN hosted a couple of races and extensive clinics and group practices. The site trails get a lot of traffic from local residents skiing and walking. Lots of upgrades are planned again this year including the QVN building, landscaping and further trail development.

**Lumsden Arts****John Nugent Studio Discussion**

- Hazardous materials inspection was completed and results were positive with traces of asbestos in 3 of the 5 samples taken. We are currently waiting for an estimate on the options for clean-up and/or removal.
- The committee discussed having council meet at the Nugent Studio location right before the next meeting to have a look at the area.

**Park/Playground South of Town:**

The committee discussed the development of a park on the South side of Lumsden. Darcie reported that Schandre Estates deferred municipal reserve dedication until Phase 3 of the development. Once they are able to move forward with that phase, either land dedication or cash in lieu of land dedication will be required. Council can request the dedication of land and the development of the Park from the developer at the time the servicing agreement is negotiated.

The committee discussed having a conceptual development plan done for the area to the South of Town by our planner to be proactive in identifying needs such as park areas, water retention ponds, etc. Darcie will contact our planner Jim Walters with Crosby Hanna to obtain a cost estimate for having that done and bring that back to Council for consideration.

Matheson/Holobetz: "That we accept the Community Coordinator's report as presented."  
Chris Exner left the meeting at 5:00 p.m.

**CARRIED****Library Relocation – Legion Discussions:**

Mayor Matheson reported that Chris and he met with the Legion to discuss a proposal to take over the Legion property for the purpose of relocation of the library and renovations to accommodate the legion moving to the basement. They discussed \$75,000 over 15 years, this would be cost shared with the RM of Lumsden. They

would like to have this funding to continue supporting the organizations that they are currently supporting such as the Lumsden High School Scholarship, etc.

*Councillor Holobetz left the meeting at 5:10pm.*

**Minutes:**

Tumbach/Matheson: "That we approve the Group I Committee Budget Meeting Minutes from February 16<sup>th</sup>, 2017."  
**CARRIED**

**West Side Sign Corridor:**

The committee discussed the development of the West side sign corridor and agreed to defer the project until 2018 due to funding constraints and the time it will take to have everything ready for implementation.

**Town Jacket Policy:**

The Committee discussed the development of a policy for the purchase of Town jackets for staff and elected officials. They discussed that the purchase of the jacket for staff would be after their probationary period ends and that it would be for permanent staff. Administration will bring back a policy for council's consideration.

The Committee discussed town promotional items to be offered for sale, such as T-Shirts, Golf shirts, etc. Chris Exner will look into this and bring this back to the Committee.

**General Discussions:**

- The Committee discussed outside maintenance of rental facilities on the weekends, such as snow removal, etc. It is up to the renters to look after that, they are provided a shovel, etc. to look after this.
- Canada 150 activities were discussed. Seniors night and scarecrow festival will have Canada 150 recognition and the committee discussed having a trail day in June.

**Reports of Administration:**


Chief Administrative Officer, Darcie Cooper, provided a written report on RBC Reward Points and provided the committee with a sample loyalty or reward points policy. The committee discussed the options but the most desirable option for points redemption was the payback option whereby the points are redeemed for a credit on your credit card balance. This way we are able to record the appropriate expenditure and the credit as a revenue for the municipality.

**RBC Rewards Redemption – Points Payback:**

Matheson/Tumbach: "That we recommend council authorize the use of the RBC Reward Points payback option and redeem the points to make a payment directly on the credit card balance."  
**CARRIED**

**Adjournment:**

Matheson/Tumbach: "That we adjourn the meeting at 5:48 p.m."  
**CARRIED**

  
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Chairperson

  
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Chief Administrative Officer