

TOWN OF LUMSDEN
MINUTES OF THE REGULAR MEETING HELD ON
AUGUST 14th, 2012

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office, on the evening of Tuesday, August 14th, 2012 at 6:30 p.m. with Mayor Bryan Matheson presiding.

Present: Mayor: Bryan Matheson
 Councillors: Al Sulma, Rhonda Phillips
 Jane Cogger, Dan Kirby
 Chief Administrative
 Officer: Byron Tumbach
 Assistant Administrator: Darcie Cooper

Absent: Councillor: Doug Mader

Minutes:

290-12 Phillips/Sulma: "That the minutes of the July 3rd Schandre Estates Development Committee meeting be approved as circulated." **CARRIED**

Minutes:

291-12 Cogger/Sulma: "That the minutes of the July 10th regular meeting be approved as circulated." **CARRIED**

Minutes:

292-12 Sulma/Phillips: "That the minutes of the July 10th zoning bylaw amendment public hearing for the rezoning of the fourplex be approved as circulated." **CARRIED**

Minutes:

293-12 Phillips/Sulma: "That the minutes of the July 31st Regional Sanitary Sewage meeting be approved as circulated." **CARRIED**

Minutes:

294-12 Cogger/Phillips: "That the minutes of the August 9th Group I Committee meeting be approved as circulated." **CARRIED**

Minutes:

295-12 Phillips/Sulma: "That the minutes of the August 2nd Group II Committee meeting be approved as circulated." **CARRIED**

Minutes:

296-12 Phillips/Sulma: "That the minutes of the August 13th Wastewater Treatment Plant Committee meeting be approved as circulated." **CARRIED**

Committee Reports:

Councillor Kirby provided a verbal report on the Group I Committee meeting he attended.
 Councillor Phillips provided a verbal report on the Group II Committee meeting she attended.
 Councillor Phillips provided a verbal report on the Regional Sanitary Sewage Meeting and the Wastewater Treatment Facility Committee meeting she attended.

Riverpark Campground - Off Season Camper Parking:

297-12 Kirby/Cogger: "That we authorize the Community Coordinator, Chris Exner to prepare a draft agreement for council's consideration to accommodate off season Camper Parking for those Campers that have a seasonal Camping site at Riverpark Campground." **CARRIED**

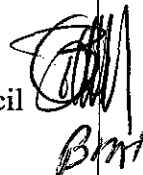
Delegation:

297-12 Kirby/Cogger: "That we accept Kurt Dietrich and Dr. Tanya Marshall to the meeting." **CARRIED**

7:38 pm Kurt Dietrich with Kreate Architecture and Dr. Tanya Marshall with TM'z Veterinary Clinic appeared before Council to discuss water and sewer service installation to the new Veterinary Clinic.

298-12 Kirby/Sulma: "That we accept Tom Williams and Colin Halliwell to the meeting." **CARRIED**

8:00 pm Tom Williams and Colin Halliwell with Associated Engineering appeared before council to discuss the James Street South Paving Local Improvement Project.


 BM

Correspondence:

299-12 Cogger/Phillips: "That the following correspondence and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:

- A. Blaine & Debbie Schick – Ltr re: Proposed Development of Lot 38, Blk A, Plan 34192 (fourplex)
- B. Ministry of Central Services – Ltr re: Purchasers' Showcase – October 2, 2012
- C. BMO Letter of Credit – 268 Seabright Holdings Ltd. (\$450,000.00)
- D. Southeast Regional Library – Ltr re: Relocation to Legion Hall
- E. Regina Open Door Society Inc. – Regional Newcomer Gateway Services
- F. Dominic Chouinard – Thank you for Town of Lumsden Scholarship
- G. Sask. Justice – Disbursement Report
- H. Ministry of Justice, Corrections & Policing – Ltr re: RCMP Rural Policing Costs 2012
- I. Sask. Environment – Ltr re: Permit To Construct water & sewer mains-G.A. Reimer Developments
- J. Cal Knowles, Consultant Field Officer, Emerg. Mgmt. & Fire Safety Dept. – Email Re: Emergency Mgmt.
- K. Ed Fredeen, Sask. Watershed Authority –Email Re: Lumsden Flood Protection Works
- L. Kathleen Thompson – Ltr re: Development concerns, 320-370 Qu'Appelle Dr. West
- M. Pro-Fit Exteriors – Quote re: RiverPark metal work maintenance items
- N. SAMA –Ltr re: Commercial Property Re-inspections
- O. Misc. Publications."

CARRIED**General Account - Payment Vouchers:**

300-12 Sulma/Kirby: "That the general accounts listed below and totaling \$674,294.93, including the holdback payment to Blade Contracting, have been checked and approved for payment by the respective committees."

Bank Reconciliation & Financial Statement:

301-12 Sulma/Cogger: "That the Bank Reconciliation and Financial Statement be accepted as circulated, for the period ending June 30, 2012."
CARRIED

STAFF REPORTS:

Administration Report:

Chief Administrative Officer, Byron Tumbach provided a written report on various administrative matters.

302-12 Kirby/Sulma: "That the Administration report be accepted as presented."

CARRIED

RiverPark Improvement – Metal Cladding:

303-12 Kirby/Cogger: "That we approve the installation of metal cladding for an electrical station and the batting cages at RiverPark Campground at a cost of \$4,172.18."

CARRIED

Lumsden Flood Protection Works – Property Requirements:

304-12 Kirby/Sulma: "That we authorize administration to send letters to property owners identified by the Saskatchewan Watershed Authority to secure ownership of the following properties on which municipal flood protection works exist:

Parcel M, SE 32-19-21-W2

Parcel O, NE & SE 33-19-21-W2

Parcels A & B, NE 29-19-21-W2."

CARRIED

Dyke on Lot 12, Block P, Plan 62R42293:

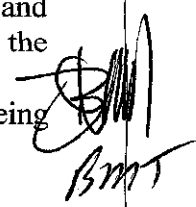
305-12 Sulma/Phillips: "That we authorize administration to send a letter to Continental Developments Inc. informing them that the Dyke adjacent to their property legally described as Lots 13-18, Parcel P, Plan 62R42293 is located on private property being Lot 12, Parcel P, Plan 62R42293 of which the town holds a registered easement; and That we request Continental Developments, and any of their employees to stay off this portion of the Dyke, as they would be trespassing on private property."

CARRIED

James Street South – Local Improvement Report:

306-12 Phillips/Cogger: "That we authorize the Chief Administrative Officer, in consultation with Associated Engineering to prepare the Local Improvement Report for Phase I and Phase II of the James Street South Paving Plan for council's consideration based on the following information:

That the properties on Carss Road be included in the cost recovery of the project, being that they require the use of James Street South to access their properties, and



That the Urban Cross Section standards be used (Pavement -10.0 metre top, storm sewer, curb, gutter, walkway on West side of the road) for the entire project, and

That the project costs be apportioned as follows;

- The property owners along the improvement and directly benefitting from the improvement pay 20% of the cost on a per lot base as per Section 19(1)(b)(iii) *Local Improvement Act*, with the municipality funding the remaining 80% of the project;
- The property owners on Carss Road share will be based on a benefitting distance percentage of the entire project in relation to their direct benefitting distance being, from the point where the surface of the improvement starts at the north end of the improvement to the point where Carss Road connects to James Street to a maximum of 10% of the property owners share of the project
- The remainder of the property owner share of the project is to be divided equally between the lots located directly adjacent to the Project; and

That those residents not wishing to prepay their portion of the local improvement project, be allowed 10 years to repay the improvement cost at a rate of fixed term rate plus 1% for the cost of financing the work.”

CARRIED

James Street South Local Improvement - Continuous Work Project:

307-12 Kirby/Sulma: “That the proposed local improvement project on James Street South, being Phase One and Phase Two, consisting of subgrade and base; concrete curbs and walks; hot mix surface; related water works infrastructure and storm sewer from the Oxbow to South P/L Lot 3, Blk Y, be declared a single improvement.”

CARRIED

New Deal Grant – James Street South Local Improvement Project:

308-12 Sulma/Cogger: “That we agree to request approval from the New Deal Secretariat to amend the municipality’s Infrastructure Investment Plan to reallocate funds from paving and sidewalks to the James Street South local improvement project for the 2012/2013 and 2013/2014 years.”

CARRIED

Municipal Capacity Development Program - Conference:

309-12 Phillips/Sulma: “That we authorize the registration of 2 people for the Municipal Capacity Development Program’s Inter-municipal Conference held on November 28th and 29th, 2012 at the Ramada Hotel and Convention Centre in Regina, SK at a cost of \$231.00, with expenses to be reimbursed in accordance with resolution No. 21-08.”

CARRIED

Sask. Municipal Asset Management - Webinar:

310-12 Kirby/Cogger: “That we authorize CAO Byron Tumbach to register for the Saskatchewan Municipal Asset Management Webinar on September 11, 2012 from 1:30-3:30 at a cost of \$100.00, with costs to be shared with the RM of Lumsden No.189.”

CARRIED

Tax Abatement - Schindelka:

311-12 Cogger/Kirby: “That we agree to abate taxes, due to a data entry error by Saskatchewan Assessment Management Agency, for the property on land legally described as Lot 15, Block 01, Plan 101917638 - 20 Crimson Place, tax roll number 413901100-010, owned by Ryan and Jennifer Schindelka, as follows:

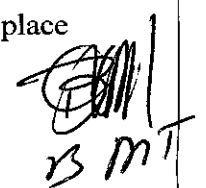
Municipal: \$2,705.97 School: \$1,928.54 Total: \$4,634.51.”

CARRIED

Saskatchewan Water Security Plan – Letter of Support:

312-12 Phillips/Kirby: “That we authorize administration to respond to the provincial 25 year water strategy by supporting the Wascana and Upper Qu’Appelle Watersheds Association Taking Responsibility (WUQWATR) following points:

1. Our municipal governments are the owners and operators of most of our critical water treatment and waste water utilities and storm water management. They need the financial capacity to ensure that we can meet our water security goals. We need a commitment to long term federal/provincial infrastructure funding to help deliver needed infrastructure.
2. Municipalities also carry much responsibility for land use controls through Planning and zoning, As a province we need to make sure these tools are in place to protect our water resources.

 BMT

3. Our long term water security depends on critical infrastructure such as the Qu'Appelle conveyance and the Saskatoon South East Water Supply, as well as dams and reservoirs. Any long term plan must include provisions for replacing, upgrading and maintaining our conveyance infrastructure.
4. Integrated Water Management must continue to involve all stakeholders, local government, First Nations, Industry, Watershed Stewardship groups and the public. Planning and management at the watershed level makes the involvement of municipalities, stakeholders and the general public more effective and cooperative.”

CARRIED**NEW BUSINESS:****Distillery Request – Colin & Meredith Schmidt – 70 Highway #20:**

- 313-12 Sulma/Cogger: “That we agree to commence zoning amendment proceedings to amend Zoning Bylaw No. 15-2002 accommodate a Micro Distillery as a use in the C3 Zone Highway Commercial District to accommodate the development application submitted by Colin and Meredith Schmidt for a Micro-Distillery on land legally described as Block C, Plan 101446758, known as 70 Highway #20; and
That we request a planning fee deposit in the amount of \$800.00 to cover the costs of advertising and planning fees.”

CARRIED**Subdivision Application No. 2012-021 – Chapman & Abi-Ezzi:**

- 314-12 Kirby/Cogger: “That we require the submission of a geo-technical report for land legally described as Lot 3, Block Z, Plan 78R01502 to be submitted by the subdivision applicant, Judy Chapman and Joseph Abi-Ezzi indicating suitable building sites and contour information for the proposed subdivision area; and
That we inform them of the Environmental Protection Overlay area and Slope Instability on the property and the current restrictions in that area; and
That we suggest the applicant receive comments from Community Planning and the Ministry of Environment, prior to incurring the cost of a detailed geo-technical assessment, to determine whether or not they will consider the subdivision prior to the municipality’s wastewater solution being in place.”

CARRIED**Development Application #2012-022 – Continental Developments Inc. – Deferred:**

- 315-12 Kirby/Phillips: “That we defer development application #2012-022 submitted by Continental Developments Inc. until the new Official Community Plan and Zoning Bylaw is adopted by the municipality; and
That an environmental assessment report is required for Lots 13-18, Block P, Plan 62R42293 due to the lands being in the Environmental Protection Overlay area.”

CARRIED**Remuneration for Elected Officials:**

- 316-12 Sulma/Kirby: “That the remuneration of \$150.00 be paid to both the Deputy Returning Officer and the Poll Clerk in the event of an election, on the election day, for performing their duties as prescribed by The Local Government Elections Act, and;
That the remuneration for the Deputy Returning Officer and the Poll Clerk, for the advanced poll, be paid at the rate of \$75.00 each for performing their duties as prescribed by the Local Government Elections Act.”

CARRIED**Campground Rental Refund - Assie:**

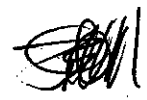
- 317-12 Phillips/Cogger: “That we authorize payment to Aaron Assie in the amount of \$375.00 for a refund of a portion of the monthly campground rental rate, as he had to leave the campground early and the site was rented out immediately.”

CARRIED**Campground Rental Refund Policy:**

- 318-12 Kirby/Cogger: “That we establish a policy respecting Campground Rental refunds as follows:
- A pre-paid campground site refund can be issued if the pre-paid site is vacated prior to the expiry date and subsequently re-rented
 - The municipality retain a 10% administration fee of the balance due to the renter for processing.”

CARRIED**Sask. Assoc. of License Inspectors and Bylaw Officers – Conference:**

- 319-12 Phillips/Kirby: “That we authorize Krystal Strong to attend the Saskatchewan Association of License Inspectors and Bylaw Officials Conference to be held in



Bm

Humboldt, Sask. on Sept. 13 & 14, 2012, with expenses to be reimbursed in accordance with resolution No. 21-08 and cost-shared with the R.M. of Lumsden No. 189.”

CARRIED

RiverPark Campground – Septic Dumping Fees for Non-campers:

320-12 Kirby/Phillips: “That we agree to increase the septic dumping fee from \$5.00 to \$20.00 for non-campers disposing of septic waste at the septic dump at RiverPark Campground”.

CARRIED

RiverPark Campground – SaskPower Capacity Increase:

321-12 Kirby/Sulma: “That we accept the quote from SaskPower to increase capacity for general service at the RiverPark Campground at a cost of \$8,429.33 which includes a \$2,000.00 deposit”.

CARRIED

Dennis Dietz – Property Tax Credit Refund:

322-12 Cogger/Sulma: “That we authorize a refund for overpaid taxes in the amount of \$162.36 as detailed below to Dennis Dietz for the 2012 taxes for Alt No. 404322000-010, land legally described as Parcel C, Plan 101446758, as the taxes had been pre-paid and the parcel has subsequently sold:

Municipal: \$84.65 School: \$77.71 Total: \$162.36.”

CARRIED

Lions Park Use Request – Lumsden Lions Guide Dog Walk & Market:

323-12 Cogger/Kirby: “That we authorize the Lumsden Lions to use the Lions Park as a meeting place for the Lumsden Lions Guide Dog Walk and approve the use of the park for a market on September 8, 2012.”

CARRIED

Water & Wastewater Operator Position – Brock Eadie:

324-12 Cogger/Sulma: “That, based on the evaluation of the additional Water & Wastewater Operator position, we confirm the new position to be a permanent position; and That the current employee holding that position, Brock Eadie be hired as full time with the probationary period commencing immediately.”

CARRIED

BYLAWS:

Bylaw No. 10-2012 – A Bylaw to amend the Zoning Bylaw #15-2002 – 2nd Reading:

325-12 Phillips: “That Bylaw No. 10-2012, a bylaw to amend the Zoning Bylaw #15-2002, be read a second time.”

NO SECONDER

In Camera Session

326-12 Phillips/Cogger: “That we agree to go in-camera at 11:45 p.m.”

CARRIED

Reconvene:

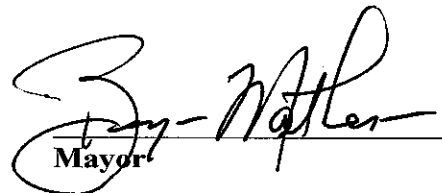
327-12 Phillips/Sulma: “That we agree to reconvene the meeting at 11:53 p.m.”

CARRIED

Adjournment:

328-12 Kirby/Sulma: “That we adjourn this meeting at 11:53 p.m.”

CARRIED


Mayor


Chief Administrative Officer