

**TOWN OF LUMSDEN**  
**MINUTES OF THE REGULAR MEETING HELD ON**  
**OCTOBER 22<sup>nd</sup>, 2013**

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office, on the evening of Tuesday, October 22<sup>nd</sup>, 2013 at 6:30 p.m. with Mayor Bryan Matheson presiding.

<b>Present:</b>	Mayor:	Bryan Matheson
	Councillors:	Rhonda Phillips, Randy Bogdan, Reggie Newkirk, Jane Cogger, Trevor Grohs
	Chief Administrative Officer:	Darcie Cooper
	Assistant Administrator:	Krystal Strong
	Utilities Foreman:	Dave Cherney (Left at 8:50pm)
	Financial Officer:	Sheena Carrick (Left at 9:15pm)
<b>Absent:</b>	Councillor:	Wes Holobetz

**STAFF REPORTS:**

**Public Works & Utilities report:**

Utilities Foreman, Dave Cherney provided a verbal report on various public works and utilities matters, including water issues on Qu'Appelle Drive East and Haryett Developments water and sewer servicing.

404-13 Cogger/Grohs: "That the verbal report provided by Dave Cherney, be accepted as presented." **CARRIED**

**Financial Reports:**

Financial Officer, Sheena Carrick provided a report on the lease vs. purchase of a compactor for recycling material.

**Bank Reconciliation:**

405-13 Newkirk/Cogger: "That we accept the Bank Reconciliation for the period ending September 30<sup>th</sup>, 2013, as presented by Financial Officer, Sheena Carrick." **CARRIED**

**MINUTES:**

406-13 Phillips/Newkirk: "That the minutes of the October 8, 2013 regular meeting be approved, as circulated." **CARRIED**

**DELEGATION:**

407-13 Newkirk/Grohs: "That we welcome John Barker of Emterra Environmental to the meeting." **CARRIED**

John Barker of Emterra Environmental appeared before council to discuss their recycling services and requested consideration when the Town's current recycling contract expires in February of 2014.

**COMMITTEE MINUTES & REPORTS:**

408-13 Holobetz/Cogger: "That the minutes of the October 17, 2013 Occupational Health & Safety Committee meeting be approved, as circulated." **CARRIED**

Councillor Rhonda Phillips provided a verbal report on the Occupational Health & Safety Committee Meeting she attended on October 17, 2013.

409-13 Grohs/Cogger: "That we approve the Committee report as presented." **CARRIED**

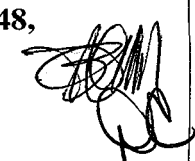
**CORRESPONDENCE:**

410-13 Newkirk/Bogdan: "That the following correspondence and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:

- A. Discombe – Ltr re: Proposal for keeping backyard chickens
- B. WUQWATR – October 2013 Newsletter
- C. Sask Justice – Fine Disbursement Report
- D. Local Development Appeals Board – Ltr re: Baiton Appeal Decision
- E. Bullying Bylaw Samples – Towns of Eston and Grenfell
- F. Miscellaneous Publications."

**CARRIED**

**GENERAL ACCOUNT – PAYMENT VOUCHERS:**

411-13 Newkirk/Cogger: "That the general accounts listed below and totaling \$100,420.48, have been checked and approved for payment by the respective committees." 

M-11

**Staff Reports:**

**Administration Report:**

Chief Administrative Officer, Darcie Cooper provided a verbal report on various administrative matters.

412-13 Bogdan/Grohs: "That the Chief Administrative Officer's report be accepted as presented."  
**CARRIED**

**APPOINTMENTS:**

**Lumsden & District Heritage Home Representative – Dave Phillips:**

413-13 Newkirk/Cogger: "That we re-appoint Dave Phillips as a representative on the Lumsden & District Heritage Home Board, for a three year term expiring December 31, 2016."  
**CARRIED**

**Local Development Appeals Board – Al Sulma:**

414-13 Phillips/Grohs: "That we appoint Al Sulma as a representative on the Local Development Appeals Board replacing Jack Spicer, for a three year term expiring December 31, 2016."  
**CARRIED**

**OLD BUSINESS:**

**Water & Sewer Servicing Agreement - Haryett:**

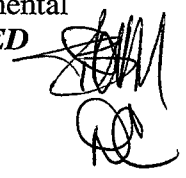
415-13 Newkirk/Cogger: "That we authorize the Chief Administrative Officer and Mayor to sign the Water & Sewer Servicing Agreement with Developer, Ralph Haryett for Parcel Z & Parcel B in the NW 28-019-21-W2 subject to the following:

- Submission and approval by the municipal engineer of a detailed engineered Design for the Water & Sewer Services
  - A study of the pressure system is done by an engineer proving waterline pressure will meet minimum 20psi
  - Addition of a clause regarding the requirement for future line looping once the subdivision proceeds."
- CARRIED**

**Patey Landscaping Development - 155 Qu'Appelle Drive East:**

416-13 Phillips/Newkirk: "That we authorize administration to send a letter to Al Patey and Pat Jordon requesting detailed information and timing on the landscaping they performed in the environmentally protected area on their property legally described as Lot 04 Block R Plan AP3222 without a permit as required under the municipality's Zoning Bylaw No. 15-2002 and Official Community Plan No. 14-2002; and That we require this information to determine if the development that was done is impeding drainage and affecting adjacent properties, as development in an Environmentally Protected area is not to disrupt the natural drainage and internal storm water drainage, nor is the storm water storage capacity to be reduced to detrimental volumes by development."  
**CARRIED**

**NEW BUSINESS:**



**Survey Laneway – 100 Block Qu'Appelle Drive East:**

417-13 Phillips/Grohs: "That we authorize the Public Works Department to hire a surveyor to survey the laneway vested in the Department of Highways that is located behind the 100 block of Qu'Appelle Drive East to establish the boundary of the portion of land that is public in order to further our efforts in addressing concerns of area residents regarding water ponding experienced." **CARRIED**

**Associated Engineering Contract Change – James Street South Paving Project:**

418-13 Phillips/Cogger: "That we authorize the Chief Administrative Officer and Mayor to sign the contract change with Associated Engineering for the addition of the following items at an additional cost of \$19,085.00:

- Change of catch basin frame and cover on James Street Storm Sewer – substitute TF 103-3 style C.B. frames and covers for the specified N-51-S style
- Remove existing air vacuum manhole on waterline on James Street
- Supply & install new air release vacuum manhole on waterline on James Street with insulation
- Hydro vac and remove/replace water curb box at James Street (full replacement of service lines not required)
- Excavate and lift Sasktel line for clearance on storm sewer line." **CARRIED**

**Water & Sewer Works – Canyon Creek Estates:**

419-13 Phillips/Bogdan: "That in accordance with Section 11.7 of the Servicing agreement, we agree with the recommendation of Utilities Foreman, Dave Cherney to issue a Letter of Final Completion to 268 Seabright Holdings Ltd. for the water and sewer infrastructure for the Canyon Creek Estates development." **CARRIED**

**2014 Budget – Storage Facility Building:**

420-13 Phillips/Newkirk: "That we agree to discuss a storage facility building for archived records and additional storage in a building to be constructed on municipal land near the water treatment plant during the 2014 budget deliberations." **CARRIED**

**Performance Deposit Reduction – Canyon Creek Estates:**

421-13 Bogdan/Grohs: "That, in consideration of the final completion of the Water and Sewer infrastructure we approve the reduction of \$55,000 to the irrevocable letter of credit held by the municipality for 268 Seabright Holdings Ltd. for the Canyon Creek Estates Phase I development, leaving a balance of \$170,000." **CARRIED**

**BLS Asphalt Payment – James Street South Paving Project:**

422-13 Grohs/Phillips: "That we authorize the payment of progress payment no. 3 in the amount of \$364,262.06 to BLS Asphalt, as recommended by Associated Engineering for the James Street South paving project." **CARRIED**

**James Street South Paving Project – Paving Delay:**

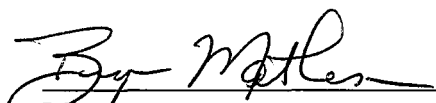
423-13 Newkirk/Phillips: "That we agree with the recommendation of Associated Engineering and BLS Asphalt to delay the James Street south paving project until the spring of 2014 due to the risk to the infrastructure and possible creation of an impassable roadway for residents if the project is halted due to inclement weather." **CARRIED**

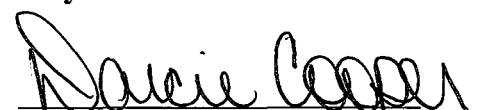
**Remembrance Day Wreath and Ceremony:**

424-13 Newkirk/Grohs: "That we authorize the purchase of a Remembrance Day wreath from the Lumsden Legion at a cost of \$50.00; and  
That we authorize Councillor Jane Cogger to attend the Remembrance Day Ceremony to lay the wreath on behalf of the Town." **CARRIED**

**Adjournment:**

425-13 Newkirk/Bogdan: "That we adjourn this meeting at 10:28 p.m." **CARRIED**

  
Mayor

  
Chief Administrative Officer