

**TOWN OF LUMSDEN**  
**MINUTES OF THE REGULAR MEETING HELD ON**  
**SEPTEMBER 22, 2015**

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office, on the evening of Tuesday, September 22, 2015 at 6:30p.m. with Mayor Bryan Matheson presiding.

**Present:** Mayor: Bryan Matheson  
Councillors: Wes Holobetz, Reggie Newkirk, Rhonda Phillips,  
Randy Bogdan, Trevor Grohs (Arrived 7:27pm)

Chief Administrative  
Officer: Darcie Cooper  
Financial Officer: Sheena Carrick  
Assistant Administrator: Krystal Strong

Utilities Foreman: Dave Cherney (Left at 6:55pm)

**Absent:** Councillor: Jane Cogger

**UTILITIES/PUBLIC WORKS REPORT:**

Utilities Foreman, Dave Cherney provided a verbal report on various utilities and public works matters.

268-15 Holobetz/Bogdan: "That the Utilities & Public Works report be accepted as presented."

**CARRIED**

**MINUTES:**

269-15 Newkirk/Phillips: "That the minutes of the September 8, 2015 regular meeting be approved, as circulated."

**CARRIED**

**COMMITTEE REPORTS & MINUTES:**

**Minutes:**

270-15 Bogdan/Phillips: "That the minutes of the September 17, 2015 Group II Committee meeting be approved, as circulated."

**CARRIED**

**FINANCIAL REPORTS:**

**Bank Reconciliation & Financial Statement:**

271-15 Newkirk/Holobetz: "That the Bank Reconciliation & Financial Statement for the period ending August 31, 2015 be accepted as presented by Financial Officer, Sheena Carrick."

**CARRIED**

**Potash Asset Fund Policy:**

272-15 Newkirk/Bogdan: "That we agree that the goal of the Potash Asset Fund will be to fund the capital improvements and future replacement costs for the James Street North Bridge; and

That we adopt the Potash Asset Fund Policy, as attached and forming a part of these minutes."

**CARRIED**

**DELEGATIONS:**

7:30 p.m. Louis Lauziere, with the Ministry of Justice, Corrections and Policing, appeared before council to discuss the Community Safety Officer Program. The program is a provincially regulated program model available to municipalities that want to increase the enforcement of local priorities not currently addressed under existing policing arrangements.

8:00 p.m. Steve Croft appeared before council to discuss the Joint Growth Strategy indicating his concerns regarding the fact that his property located in the flood plain West of Lumsden; between Minerva Ridge and Canyon Creek and his property on the North side of the River, not located in the flood plain, being omitted from future development designation. Steve also requested council's support in his lobbying efforts with the Province to allow development in the flood plain West of Lumsden.

**STAFF REPORTS:**

**Administrative Report:**

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

**Qu'Appelle Valley Nordic Ski Club – Building Permit:**

273-15 Phillips/Holobetz: "That we support the issuance of a building permit to the Qu'Appelle Valley Nordic Ski Club for the construction of a clubhouse, otherwise known as the "warm up area" without the submission of a site specific geotechnical report, based on the information provided in the geotechnical report provided by Clifton and Associates dated October 2011 that was completed as part of the preliminary design for the Wastewater



Treatment Facility done by Associated Engineering.”

**CARRIED**

**Ramsay – Damage to Cemetery Plots:**

274-15 Phillips/Newkirk: “That we authorize administration to respond to H.D. Ramsay’s concerns regarding damages to headstones caused by cemetery maintenance apologizing for the damages and advise him that the public works staff will repair the headstones by November 1, 2015; and

That we inform Mr. Ramsay of the Cemetery Bylaw No. 3-88 policy regarding planting of trees and, while the damage to the spruce tree planted by the plots is very unfortunate, it was also not allowed according to the bylaw.”

**CARRIED**

**Office Services Clerk Position:**

275-15 Grohs/Phillips: “That we acknowledge the Chief Administrative Officers hiring of Chris Lamontagne for the part-time Office Services Clerk position effective October 7, 2015, with a probationary period of (6) six months; and

That we approve the salary for Chris Lamontagne at Step 6 of the 2015 Joint Administration Office Services Clerk salary grid being \$20.44/hour (8 points).”

**CARRIED**

276-15 Newkirk/Holobetz: “That the administrative report be accepted as presented.” **CARRIED**

**CORRESPONDENCE:**

277-15 Bogdan/Holobetz: “That the following correspondence and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:

- A. McNally – Thank you for Scholarship Card
- B. Min of Health – Sept 28 – Oct 4, 2015 Seniors Week – Ltr. Poster and Brochure
- C. Institute of Public Admin of Canada – Email re: 2015 Public Sector Leadership Awards – Call for Nominations
- D. SUMA – Ltr. Re: Federal Election Advocacy Hub on Website [www.suma.org](http://www.suma.org)
- E. Ramsay – Ltr re: Damage to Lumsden Cemetery Plots
- F. Sask Justice Fine Disbursement Report as of Sept. 1/15
- G. Miscellaneous.”

**CARRIED**

**ACCOUNTS TO BE APPROVED:**

278-15 Bogdan/Grohs: “That the list of accounts attached hereto and forming a part of these minutes and totalling **\$100,473.55**, is hereby approved for payment by the Mayor and the Chief Administrative Officer.”

**CARRIED**

**NEW BUSINESS:**

**Road Repair – Schandre Estates:**

279-15 Bogdan/Holobetz: “That we authorize public works to perform the necessary repairs to remedy issues experienced on Rosewood Drive that are resulting in the sagging of the roadway at an estimated cost of \$23,000 to be financed 50/50 through the Infrastructure Reserve and the Utility Reserve; and

That the repaving of the road will be done and expensed in the 2016 budget year.”

**CARRIED**

*Councillor Phillips requested a recorded vote.*

**Canyon Creek Letter of Support – Development West of Lumsden:**

280-15 Newkirk/Holobetz: “That we authorize administration to write a letter of support to Canyon Creek Estates to aid in their efforts in lobbying the Provincial government to allow them to develop property located West of Lumsden in the flood plain area.”

**CARRIED**

*In favour: Bryan Matheson, Reggie Newkirk, Randy Bogdan, Wes Holobetz*

*Opposed: Trevor Grohs, Rhonda Phillips*

**Bylaw No. 9-2015 – A Bylaw to amend the Official Community Plan – 2<sup>nd</sup> Reading:**

281-15 Holobetz/Bogdan: “That Bylaw No. 9-2015, being a bylaw to amend the Official Community Plan Bylaw No. 14-2002, be read a second time.”

**CARRIED**

**Bylaw No. 9-2015 – A Bylaw to amend the Official Community Plan – Adoption:**

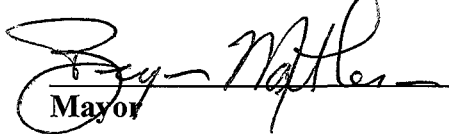
282-15 Newkirk/Grohs: “That Bylaw No. 9-2015, being a bylaw to amend the Official Plan Bylaw No. 14-2002, be adopted, signed and sealed.”

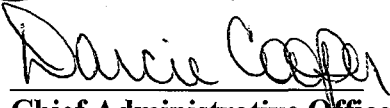
**CARRIED**

**Adjournment:**

283-15 Phillips/Newkirk: “That we adjourn this meeting at 9:50 p.m.”

**CARRIED**

  
Mayor

  
Chief Administrative Officer

# Potash Asset Fund Policy

## Purpose

The Municipal Tax Sharing Program was established in 1968 in accordance with *The Municipal Tax Sharing (Potash) Act* and General Regulations under *The Municipal Tax Sharing (Potash) Act* in recognition of the fact that potash mines have impacts on municipalities surrounding the mine, and not just the rural municipality in which the mine is located.

Council for the Town of Lumsden has determined that revenues received from the Municipal Potash Tax Sharing program will not be relied upon for the general operating expenses of the municipality, but will be annually transferred to the "Potash Asset Fund" that will be only drawn upon in certain circumstances. The purpose of this fund will be to accumulate the revenues resulting from this program to be used as a future financial resource for the municipality. Council also recognizes that the fund may be drawn upon for certain infrastructure needs that directly relate to the impact from the mining industry, such as the road network with payback to the Fund.

The goal of this Fund will be to accumulate the balance to \$3,000,000.00 to ensure there are adequate finances held in this fund to finance capital improvements and future replacement costs for the James Street North Bridge.

As the population of the Town of Lumsden grows and demands change the Town wants to maintain a program of continually improving the road infrastructure. This reserve will accumulate and monies from this fund may be borrowed for these expenditures. Types of projects may include, but are not limited to: pavement overlays, road reconstruction, curb and gutter installation, bridge repair, etc.

## Regulations

1. The Potash Asset Fund will be considered a Reserve.
2. Annual Transfer must be made into this fund equal to the amount of revenue received under the Municipal Potash Tax Sharing Program.
3. This fund will be considered fully funded when the balance reaches \$3,000,000.00
4. Administration may recommend investment options of this fund to Council in order to take advantage of better rates of return.
5. Withdrawals may be made from this reserve fund in the form of an interest free repayable loan for capital expenditures for road infrastructure.
6. The repayment term will be dependent on the useful life of the asset being acquired by the Town, but should not exceed ten years.
7. The interest from this fund shall form part of the general revenue for the municipality.

