



THE TOWN OF
L U M S D E N

Town of Lumsden

Meeting Minutes

Regular Council Meeting June 26, 2018 - 6:30 pm

Call to Order

The Lumsden Town Council convened their regular meeting in the Council Chambers of the Town Office on Tuesday, June 26, 2018 at 6:30 p.m., with Mayor Bryan Matheson presiding.

Present:

Mayor: Bryan Matheson

Councillors: Verne Barber, Dave Cameron, Jane Cogger, Wes Holobetz, Rhonda Phillips, Byron Tumbach

Chief Administrative Officer: Monica M. Merkosky

Assistant Administrator: Krystal Strong

Community Planner: Luke Grazier (Left at 7:11 pm)

Utilities Foreman: Dave Cherney (Left at 6:34 pm)

Resolution No.
2018-222

Additions to Agenda

Moved by: Councillor Phillips

Seconded by: Councillor Cogger

"That we agree to add the following items to the agenda under List of Accounts:

- Amanda Abs - Wellness Benefit Claim."

CARRIED

Resolution No.
2018-223

Approval of Agenda

Moved by: Councillor Holobetz

Seconded by: Councillor Tumbach

"That we adopt the agenda as presented."

CARRIED

Public Works Reports

Resolution No.
2018-224

Accept Public Works and Utilities Reports

Moved by: Councillor Barber

Seconded by: Councillor Cameron

"That the Public Works and Utilities reports be accepted as presented."

CARRIED

Planning and Development Applications and Reports

Resolution No.
2018-225

Community Planner's Report - June 26, 2018

Moved by: Councillor Cogger

Seconded by: Councillor Holobetz

"That we accept Community Planner Luke Grazier's report, as presented."

CARRIED

Accounts for Approval

Resolution No.
2018-226

Accounts for Approval

Moved by: Councillor Cogger

Seconded by: Councillor Cameron

"That the list of accounts attached hereto and forming a part of these minutes including Amanda Abs' Wellness Benefit Claim and totalling \$65,500.32 is hereby approved for payment by the Mayor and the Chief Administrative Officer."

CARRIED

Resolution No.
2017-227

Abs - Wellness Benefit Claim

Moved by: Councillor Barber

Seconded by: Councillor Cameron

"That we approve a payment of \$150.00 plus GST for the Wellness Benefit Claim submitted by employee, Amanda Abs."

CARRIED

Resolution No. **Quarterly Council Remuneration - April-June 2018**
2018-228 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Cameron

"That we approve the Quarterly Council Remuneration for the period April to June, 2018."
CARRIED

Adoption of Minutes

Resolution No. **June 12, 2018 - Regular Minutes**
2018-229 **Moved by:** Councillor Holobetz
 Seconded by: Councillor Cogger

"That the minutes of the June 12, 2018 regular meeting be approved, as circulated."
CARRIED

Resolution No. **June 19, 2018 - Group II Committee Minutes**
2018-230 **Moved by:** Councillor Barber
 Seconded by: Councillor Phillips

"That the minutes of the June 19, 2018 Group II Committee be approved, as circulated."
CARRIED

Committee Reports

Resolution No. **Sask Water and Wastewater Association - Annual Convention**
2018-231 **Moved by:** Councillor Phillips
 Seconded by: Councillor Cameron

"That we agree with the recommendation of the Group II Committee and authorize up to four (4) staff members to attend the Saskatchewan Water and Wastewater Association Conference in Saskatoon November 7-9, 2018, with expenses to be reimbursed by the municipality."
CARRIED

Resolution No. **June 19, 2018 Group II Committee Report - Councillor Barber**
2018-232 **Moved by:** Councillor Barber
 Seconded by: Councillor Tumbach

"That Councillor Barber's report be accepted as presented."
CARRIED

Resolution No. **Schandre Estates - Outstanding Servicing Agreement Obligations**
2018-233 **Moved by:** Councillor Phillips
 Seconded by: Councillor Barber

"That we agree with the recommendation of the Group II Committee and authorize administration to instruct our solicitor to demand the following from the Schandre Estates developer, as per the terms of the signed Servicing Agreement:

1. That \$3,300 be paid for cash-in-lieu of municipal reserve dedication, based on 10% of the fair market value of 1.044 hectares of unserviced residential land in Lumsden, as determined by a licensed Saskatchewan land appraiser;
2. A road must be constructed from Phase II of the development to Qu'Appelle Drive;
3. A gravity sewer main extension must be installed from the development to the Qu'Appelle Drive sewer main, and
4. Remediation of all pavement related deficiencies must be completed."

CARRIED

Resolution No. **Utility Bill Refund Request - 60 Crimson Place**
2018-234 **Moved by:** Councillor Cogger
 Seconded by: Councillor Phillips

"That we agree with the recommendation of the Group II Committee and refund \$1,271.94 to Glen Galan for a water running at 60 Crimson Place, on the condition that the valve we installed be removed, as it is no longer needed."
CARRIED

Resolution No. **Communications**
2018-235 **Moved by:** Councillor Holobetz
 Seconded by: Councillor Cogger

"That the following communications and reports have been reviewed and the Chief Administrative Officer is authorized to file the same accordingly:

- a) Community Planning - Bylaw 3-2018 OCP Amendment
- b) Municipal Infrastructure & Finance - 2017 Grant in Lieu (GIL) Payment
- c) R&M Computer Systems - Asset Management Road Map
- d) Lumsden Dew Drop Seniors - Thank you for Moose Jaw Trip
- e) Emergency Management and Fire Safety - Response to Communication Issues during

Lumsden Grass Fires

f) The Service & Hospitality Safety Association of Sask. Inc - Youth Safety Education Day

g) Jane's Gallery Limited - Grand Opening

h) Miscellaneous."

CARRIED

Reports of Administration

Resolution No.
2018-236

Invitation to Tender - Wastewater Treatment Facility

Moved by: Councillor Phillips

Seconded by: Councillor Barber

"That we invite AECON, PCL, Graham and Westridge to submit tenders for the construction of the Wastewater Treatment Facility, based on the evaluation results of their pre-qualification submissions."

CARRIED

Resolution No.
2018-237

Extend the Deadline for Substantial Completion of the Wastewater Treatment Facility

Moved by: Councillor Phillips

Seconded by: Councillor Barber

"That we agree to extend the deadline for substantial completion of the Wastewater Treatment Facility to October 15, 2020."

CARRIED

Delegations

7:30 pm - Ryan Norton & Kim Kydd - Emergency Management Volunteer Organization

Ryan Norton and Kim Kydd appeared before Council to present the Emergency Management Volunteers in Canada pilot project.

Resolution No.
2018-238

Emergency Management Volunteers in Canada

Moved by: Councillor Tumbach

Seconded by: Councillor Barber

"That we endorse the Emergency Management Volunteer Program in Canada and assist with recruiting volunteers for the pilot program."

CARRIED

Reports of Administration Continued

Resolution No.
2018-239

Operator Level Increase - Gerry Beaurivage

Moved by: Councillor Cogger

Seconded by: Councillor Holobetz

"That we agree to move Water/Wastewater Operator Gerry Beaurivage from a Year 4 Level 1 Operator to a Year 4 Level 2 Operator, effective July 1, 2018 (\$56,682/yr) and to Year 5 Level 2 Operator, effective September 1, 2018 (\$60,083/yr)."

CARRIED

Resolution No.
2018-240

Closed Session

Moved by: Councillor Holobetz

Seconded by: Councillor Barber

"That we agree to move into closed session at 8:12 pm for the purpose of discussing employee related matters pursuant to Section 120 of *The Municipalities Act*, with staff to be included in the session."

CARRIED

Resolution No.
2018-241

Hire Office Services Clerk - Kelly Clay

Moved by: Councillor Tumbach

Seconded by: Councillor Holobetz

"That we acknowledge the Chief Administrative Officer's hiring of Kelly Clay as a permanent, full-time Office Services Clerk effective July 3, 2018, with a probationary period of (6) six months; and
That we approve a wage at Step 6 of the 2018 Joint Administration Office Services Clerk Salary Grid being \$21.80/hour (8 points) increasing to Step 7 upon successful completion of the probationary period."

CARRIED

Resolution No.
2018-242

Accept Administrators Report

Moved by: Councillor Cameron

Seconded by: Councillor Cogger

"That the report of the Chief Administrative Officer be accepted as presented." **CARRIED**

New Business

- Resolution No.** **Lumsden Duck Derby - Pancake Breakfast, Parade, ATV Permit, Special Occasions Permit**
2018-243 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Cameron
- "That we approve the request of the Lumsden Duck Derby Committee and allow them to block a portion of 3rd Avenue in front of the Centennial Hall during the pancake breakfast to be held on September 3, 2018 provided that access and egress to Lumsden Supermarket is not compromised;
That we agree to issue an ATV Permit to the Lumsden Duck Derby Committee to use ATV's throughout Town for various events during the Lumsden Duck Derby on September 3, 2018;
That we agree to issue a Parade Permit to the Lumsden Duck Derby Committee to use James Street for a parade during the Lumsden Duck Derby on September 3, 2018 from 1:30-2:30 pm; and
That we approve the issuance of a Special Occasion Permit to the Lumsden Duck Derby Committee for a function known as the "Lumsden Duck Derby" from 11:00 a.m. to 7:00 p.m. on Monday, September 3, 2018 at the RiverPark Ball Diamonds." **CARRIED**
- Resolution No.** **Grandbois & D'Amours Gauthier - Tax Penalty Cancellation Request**
2018-244 **Moved by:** Councillor Barber
 Seconded by: Councillor Holobetz
- "That we agree to waive the penalty of \$291.11 applied to 55 Heritage Place for 2017 tax arrears." **CARRIED**
- Bylaws**
- Resolution No.** **Bylaw No. 06-2018 - Cemetery Bylaw - 2nd Reading**
2018-245 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Cogger
- "That Bylaw No.06-2018, being the Cemetery Bylaw, be read a second time." **CARRIED**
- Resolution No.** **Bylaw No. 06-2018 - Cemetery Bylaw - 3rd Reading**
2018-246 **Moved by:** Councillor Barber
 Seconded by: Councillor Holobetz
- "That Bylaw No. 06-2018, being the Cemetery Bylaw, be read a third time, adopted, signed, and sealed."
CARRIED
- Resolution No.** **Bylaw No. 07-2018 - Extend Time for Financial Statement - 1st Reading**
2018-247 **Moved by:** Councillor Cogger
 Seconded by: Councillor Cameron
- "That Bylaw No. 07-2018, being a bylaw to extend the time required for the completion of the 2017 financial statement, be read a first time." **CARRIED**
- Resolution No.** **Bylaw No. 07-2018 - Extend Time for Financial Statement - 2nd Reading**
2018-248 **Moved by:** Councillor Phillips
 Seconded by: Councillor Holobetz
- "That Bylaw No. 07-2018, being a bylaw to extend the time required for the completion of the 2017 financial statement, be read a second time." **CARRIED**
- Resolution No.** **Bylaw No. 07-2018 - Extend Time for Financial Statement - Given 3 Readings**
2018-249 **Moved by:** Councillor Holobetz
 Seconded by: Councillor Barber
- "That Bylaw No. 07-2018, being a bylaw to extend the time required for the completion of the 2017 financial statement, be given 3 readings at this meeting."
CARRIED UNANIMOUSLY
- Resolution No.** **Bylaw No. 07-2018 - Extend Time for Financial Statement - 3rd Reading**
2018-250 **Moved by:** Councillor Tumbach
 Seconded by: Councillor Phillips
- "That Bylaw No. 07-2018, being a bylaw to extend the time required for the completion of the 2017 financial statement, be read a third time, adopted, signed, and sealed."**CARRIED**

Resolution No.
2018-251

Adjournment

Moved by: Councillor Cogger

"That we adjourn the meeting at 8:31 pm."

CARRIED

Mayor

Chief Administrative Officer