



THE TOWN OF
L U M S D E N

Town of Lumsden
Meeting Minutes
Regular Council Meeting March 17, 2020 - 6:30 PM

Call to Order

The Lumsden Town Council convened their Regular Meeting in the Council Chambers of the Town Office on Tuesday, March 17, 2020 at 6:33 p.m., with Mayor Bryan Matheson presiding.

Present:

Mayor: Bryan Matheson

Councillors: Verne Barber, Dave Cameron, Jane Cogger (via speaker phone), Rhonda Phillips (via FaceTime), Byron Tumbach

Chief Administrative Officer: Monica M. Merkosky

Assistant Administrator: Krystal Strong (Left at 9:08 pm)

Director of Finance: Ryan Haresign (Left at 9:08 pm)

Director of Planning and Development: Luke Grazier (Left at 7:20 pm)

Public Works Superintendent: Jeff Carey (Left at 6:50 pm)

Absent:

Councillors: Wes Holobetz (on leave)

Resolution No. Additions to Agenda

2020-072

Moved by: Councillor Barber

Seconded by: Councillor Tumbach

"That we agree to add the following item to the agenda under Reports of Administration:
- Policy - Outbreaks & Pandemics."

CARRIED

Resolution No. Approval of Agenda

2020-073

Moved by: Councillor Cogger

Seconded by: Councillor Phillips

"That we adopt the agenda as amended."

CARRIED

Public Works Reports

Resolution No. Water System Distribution Upgrades - Contract Award

2020-074

Moved by: Councillor Barber

Seconded by: Councillor Tumbach

"That we award the contract to prepare detailed designs for water system distribution upgrades, specifically:

- extending a water main on 8th Avenue between Colbourne and James Street;

- boring a second water main under the Qu'Appelle River; and

- installing a larger water main into RiverPark

to KGS Group, at the fixed cost of \$20,000.00 plus Geotechnical Report expenses."

CARRIED

Resolution No. Report of Public Works & Utilities Superintendent

2020-075

Moved by: Councillor Cameron

Seconded by: Councillor Phillips

"That the Utilities & Public Works report be accepted as presented."

CARRIED

Account for Approval

Resolution No. List of Accounts - March 17, 2020

2020-076

Moved by: Councillor Cogger

Seconded by: Councillor Cameron

"That the list of accounts attached as "Schedule A" hereto and forming a part of these minutes is hereby approved for payment by the Mayor and the Chief Administrative Officer."

CARRIED

Planning and Development Applications and Reports

Resolution No. 2020-077 Proposed Residential Subdivision - LSD 4-34-19-21-2 - RM of Lumsden No. 189

Moved by: Councillor Tumbach

Seconded by: Councillor Cameron

"That we provide the following comments to the Community Planning Branch of the Ministry of Government Relations respecting the proposed residential subdivision on LSD4-34-19-21-2Ext. 151 located in the RM of Lumsden No. 189:

1. The existing solid waste facility (landfill) is located approximately 150-200 metres from the existing residence which contravenes clause 15(4) of *The Subdivision Regulations, 2015*. The legal boundaries of the site on which the solid waste facility is located; SE 33-19-21-W2, is located approximately 20 metres from the proposed subdivision.
2. The wastewater treatment plant currently under construction is located approximately 800 metres from the proposed subdivision; however, the boundaries of the parcel on which the wastewater treatment plant is situated is located approximately 20 metres from the proposed subdivision, as the wastewater treatment plant and solid waste facility share a common site."

CARRIED

Councillor Byron Tumbach requested a recorded vote.

Resolution No. 2020-078 Dev. App. #2020-002 - Cannabis Retail Outlet - Unit #1, 215 James Street North

Moved by: Councillor Barber

Seconded by: Councillor Cogger

"That we approve the discretionary use development permit application submitted by Wiid Boutique Inc. for cannabis retail outlet at: Unit #1, 215 James Street North, subject to the following conditions:

1. All signage shall consist of only alpha-numeric characters.
2. The hours of operation shall be limited to between 8 AM and 10 PM.
3. No outside storage areas shall be permitted.
4. Obtaining a building permit from the Town of Lumsden prior to any construction or renovations.
5. Providing proof of all applicable Federal and Provincial licensing and approvals prior to the store beginning operations."

Name	Yes	No	Abstained	Absent
Verne Barber	✓			
Dave Cameron		✓		
Jane Cogger	✓			
Bryan Matheson	✓			
Rhonda Phillips	✓			
Byron Tumbach		✓		

CARRIED

Resolution No. 2020-079 Run-Off Drainage Concern - S. Armstrong

Moved by: Councillor Tumbach

Seconded by: Councillor Phillips

"That we acknowledge the communication from Scott Armstrong regarding the run-off drainage concerns in Fawn Ridge subdivision."

CARRIED

Adoption of Minutes

Resolution No. 2020-080 February 25, 2020 - Regular Meeting Minutes

Moved by: Councillor Phillips

Seconded by: Councillor Cameron

"That the minutes of the February 25, 2020 Regular Meeting be approved, as circulated."

CARRIED

Resolution No. 2020-081 February 25, 2020 - Public Hearing - Bylaw No. 2020-001 -Zoning Bylaw Amendment

Moved by: Councillor Barber

Seconded by: Councillor Tumbach

"That the minutes of the February 25, 2020 - Public Hearing - Bylaw No. 2020-01 - a Zoning Bylaw Amendment, be approved, as circulated."

CARRIED

Resolution No. March 2, 2020 - Group II Committee Meeting

2020-082
Moved by: Councillor Barber
Seconded by: Councillor Phillips

"That the minutes of the March 2, 2020 - Group II Committee Meeting be approved, as circulated." **CARRIED**

Resolution No. March 5, 2020 - Group I Committee Meeting

2020-083
Moved by: Councillor Cameron
Seconded by: Councillor Tumbach

"That the minutes of the March 5, 2020 - Group I Committee Meeting be approved, as circulated." **CARRIED**

Committee Reports

Group I Committee Meeting - March 5, 2020

Group I - Five-Year Capital Plan

Resolution No. Recreation Facility (Parks) Reserve

2020-084
Moved by: Councillor Tumbach
Seconded by: Councillor Cameron

"That we agree with the recommendation of the Group I Committee that when the 'sign corridor loan' is repaid to the Recreation Facility Reserve in 2020; future annual sign corridor lease payments should be placed in a reserve for future corridor expansion." **CARRIED**

Resolution No. Preparation of New Bylaw to Establish Recreation Fees

2020-085
Moved by: Councillor Tumbach
Seconded by: Councillor Cameron

"That we agree with the recommendation of the Group I Committee to authorize administration to prepare a new Bylaw to Establish Recreation Fees, with the following changes/additions, for Council to consider at their next regular meeting:

Centennial Hall	2020 Fee/Rate	2021 Fee/Rate	2022 Fee/Rate
Hourly Rate (up to 4 hours)	37	38	39
Daily Rate (more than 4 hours)	600	625	650
RiverPark Centre	2020 Fee/Rate	2021 Fee/Rate	2022 Fee/Rate
Deposit (to reserve a date, non-refundable)	50	50	50
Damage Deposit	120	120	120."

CARRIED

Resolution No. Property Tax Discount and Penalty for Discussion

2020-086
Moved by: Councillor Cameron
Seconded by: Councillor Cogger

"That we agree with the recommendations of the Group I Committee to authorize Administration to prepare a report and present alternatives to the current property tax discount and penalty rates." **CARRIED**

Resolution No. Proposed Communication to Remind Owners of Outstanding Taxes

2020-087
Moved by: Councillor Phillips
Seconded by: Councillor Cogger

"That we agree with the recommendation of the Group I Committee to approve the "Courtesy Communication - Outstanding Property Taxes" Policy as attached to and forming a part of these minutes as "Schedule B"."

CARRIED

Resolution No. Policy - General Accounts Receivable - Overdue Interest

2020-088
Moved by: Councillor Tumbach
Seconded by: Councillor Cameron

"That we agree with the recommendation of the Group I Committee to approve the "General Accounts Receivable - Overdue Interest" Policy as attached to and forming a part of these minutes as "Schedule C"."

CARRIED

Group II Committee Meeting - March 2, 2020

Group II Five-Year Capital Plan



Resolution No. Used Tires - Discontinue Acceptance at Solid Waste Facility

2020-089
Moved by: Councillor Tumbach
Seconded by: Councillor Barber

"That we agree with the recommendation of the Group II Committee and discontinue the acceptance of used tires at the Lumsden Solid Waste Facility effective immediately." **CARRIED**

Delegations

Due to the COVID-19 (Coronavirus Disease) pandemic, delegations scheduled for this Council meeting were not permitted to attend in person, but had the option of attending by phone, Skype, etc. Both delegates chose not to attend by electronic means.

7:15 pm - Scott Armstrong - Fawn Ridge Drainage and Green Space

7:30 pm - Carson Warner - James Street North Speeds

Resolution No. Communications

2020-090
Moved by: Councillor Cameron
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. Lumsden and District Heritage Home - Minutes of January 27, 2020 Meeting
- b. Lumsden and District Heritage Home - March 2020 Newsletter
- c. Village of Craven - District Board of Revision Appointment - Szala
- d. Nutrien Ag Solutions (Lumsden) - Notice of Anhydrous Ammonia Site
- e. Jeffrey MacDonald, Ministry of Government Relations - Ltr re: Solar Funding Request."

CARRIED

Reports of Administration

Resolution No. Human Resources Policy Amendment - Sunday & Statutory Holiday Overtime

2020-091
Moved by: Councillor Barber
Seconded by: Councillor Phillips

"That we adopt the Human Resources Policy Amendment regarding Public Works and Utility Department Overtime, as attached to and forming a part of these minutes as "Schedule D"."

CARRIED

Resolution No. Council Update

2020-092
Moved by: Councillor Cameron
Seconded by: Councillor Barber

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

CARRIED

New Business

Resolution No. Temporary Road Closure - Scarecrow Festival, September 19, 2020

2020-093
Moved by: Councillor Tumbach
Seconded by: Councillor Cameron

"That we agree with the request of Community Coordinator, Chris Exner and temporarily close a portion of James Street North between 4th Avenue and 2nd Avenue, as well as a portion of 3rd Avenue between James Street North and Colbourne Street, for the purpose of holding a street market in conjunction with the Scarecrow Festival on September 19, 2020."

CARRIED

Resolution No. Lumsden Medical First Responders - Financial Support Request

2020-094
Moved by: Councillor Phillips
Seconded by: Councillor Barber

"That we acknowledge the request of the Lumsden First Responders and agree to contribute to the purchase of safety-related items and accessories in the amount of \$1,200.00."

CARRIED

Resolution No. Federation of Canadian Municipalities (FCM) - Travel Fund

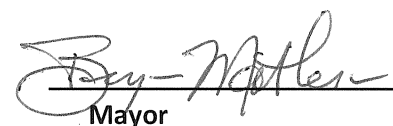
2020-095
Moved by: Councillor Phillips
Seconded by: Councillor Barber

"That we authorize payment of the voluntary contribution to the Federation of Canadian Municipalities for the 2020 Travel Fund, in the amount of \$95.76."

CARRIED



- Resolution No.** **Dudley and Company LLP - Engagement Letter and Audit Planning**
2020-096
Moved by: Councillor Cameron
Seconded by: Councillor Cogger
- "That we acknowledge and sign the Audit Planning and Engagement Letters and the Bank Confirmation as prepared by Dudley & Company, for audit services to be provided in 2020."
CARRIED
- Resolution No.** **Lumsden and District Heritage Home - Request for Financial Support for Capital Infrastructure Needs**
2020-097
Moved by: Councillor Barber
Seconded by: Councillor Cameron
- "That we acknowledge correspondence from the Lumsden and District Heritage Home seeking financial support from all of the municipal owners to assist with repairs to the roof."
CARRIED
- Bylaws**
- Resolution No.** **Bylaw No. 2020-03 - Cemetery Bylaw - 2nd Reading**
2020-098
Moved by: Councillor Barber
Seconded by: Councillor Cameron
- "That Bylaw No. 2020-03, being The Cemetery Bylaw, be read a second time."
CARRIED
- Resolution No.** **Bylaw No. 2020-03 - Cemetery Bylaw - 3rd Reading**
2020-099
Moved by: Councillor Tumbach
Seconded by: Councillor Phillips
- "That Bylaw No. 2020-03, being the Cemetery Bylaw, be read a third time, adopted, signed, and sealed."
CARRIED
- Resolution No.** **Closed Session**
2020-100
Moved by: Councillor Barber
Seconded by: Councillor Phillips
- "That we agree to move into Closed Session at 9:04 pm for the purpose of discussing employee-related matters, as allowed pursuant to Section 120 of *The Municipalities Act*, with the Chief Administrative Officer to be included in the session."
CARRIED
- Resolution No.** **Rise from Closed Session**
2020-101
Moved by: Councillor Barber
Seconded by: Councillor Tumbach
- "That we agree to rise from the Closed Session and return to the open meeting at 9:36 pm."
CARRIED
- Resolution No.** **Outbreaks & Pandemics Policy**
2020-102
Moved by: Councillor Barber
Seconded by: Councillor Cameron
- "That we approve the Outbreaks & Pandemics Policy, as attached to and forming a part of these minutes, as "Schedule E"."
CARRIED
- Resolution No.** **Adjournment**
2020-103
Moved by: Councillor Tumbach
- "That we adjourn the meeting at 9:37 pm."
CARRIED



Mayor



Chief Administrative Officer