

Town of Lumsden

Meeting Minutes

Regular Council Meeting via Zoom June 7, 2022 - 6:30 PM

Call to Order

The Lumsden Town Council convened their Regular Meeting via electronic means (Zoom) on Tuesday, June 7, 2022 at 6:30 p.m.

Present:

Mayor: Bryan Matheson

Councillors: Verne Barber, Jenelle Brennan, Ashlee Longmoore, Rhonda Phillips, Jim Rawlings (Arrived at 6:34 p.m.), Byron Tumbach

Chief Administrative Officer: Monica M. Merkosky

Assistant Administrator: Jacqueline Chouinard

Director of Finance: Ryan Haresign (Left at 6:43 p.m.)

Director of Planning and Development: Aimee Bryck (Left at 7:12 p.m.)

Public Works Superintendent: Jeff Carey (Left at 6:36 p.m.)

Absent:

None

Resolution No.
2022-248

Additions to Agenda (subject to majority vote of council)

Moved by: Councillor Brennan

Seconded by: Councillor Longmoore

"That we add the following item to the agenda:
New Business - RiverPark Concession."

CARRIED

Resolution No.
2022-249

Approval of Agenda

Moved by: Councillor Phillips

Seconded by: Councillor Barber

"That we adopt the agenda as amended."

CARRIED

Declaration of Conflict of Interest

Councillor Rawlings declared a conflict of interest with respect to Committee Reports - Clarification in Human Resource Policy Manual.

Councillor Brennan declared a conflict of interest with respect to Conflict of Interest List of Accounts - June 7, 2022 and Development Application #2022-016, Discretionary Use.

Resolution No.
2022-250

Public Works Reports

Moved by: Councillor Barber

Seconded by: Councillor Tumbach

"That the verbal Public Works Report by Public Works Superintendent Jeff Carey be accepted as presented."

CARRIED

Public Works Superintendent Jeff Carey left at 6:36 p.m. for the remainder of the meeting.

Financial Reports

Resolution No.
2022-251

Bank Reconciliation - March, 2022

Moved by: Councillor Phillips

Seconded by: Councillor Longmoore

"That we accept the Bank Reconciliation for the period ending March, 2022, as presented."

CARRIED

Resolution No.
2022-252

Bank Reconciliation - April, 2022

Moved by: Councillor Rawlings
Seconded by: Councillor Tumbach

"That we accept the Bank Reconciliation for the period ending April, 2022, as presented."

CARRIED

Resolution No.
2022-253

Financial Statement - March, 2022

Moved by: Councillor Longmoore
Seconded by: Councillor Barber

"That we accept the Financial Statement for the period ending March, 2022, as presented."

CARRIED

Resolution No.
2022-254

Financial Statement - April, 2022

Moved by: Councillor Tumbach
Seconded by: Councillor Brennan

"That we accept the Financial Statement for the period ending April, 2022, as presented."

CARRIED

Account for Approval

Resolution No.
2022-255

List of Accounts - June 7, 2022

Moved by: Councillor Phillips
Seconded by: Councillor Rawlings

"That the list of accounts attached as Schedule "A" is approved for payment." **CARRIED**

Councillor Brennan declared conflict of interest with respect to Conflict of Interest List of Accounts - June 7, 2022 and the Development Application #2022-016, Discretionary Use. Councillor Brennan abstained from discussion and voting on the matters and left the meeting at 6:43 p.m.

Resolution No.
2022-256

Conflict of Interest List of Accounts - June 7, 2022

Moved by: Councillor Tumbach
Seconded by: Councillor Rawlings

"That the list of accounts attached as Schedule "B" is approved for payment." **CARRIED**

Director of Finance Ryan Haresign left at 6:43 p.m. for the remainder of the meeting.

Planning and Development Applications and Reports

Resolution No.
2022-257

Development Application #2022-016, Discretionary Use

Moved by: Councillor Rawlings
Seconded by: Councillor Longmoore

"That Development Application #2022-016, Discretionary Use be tabled pending further information." **CARRIED**

At the conclusion of voting on the matters, Councillor Brennan returned to the meeting at 6:54 p.m.

Resolution No.
2022-258

Development Application #2022-015, Subdivision Referral

Moved by: Councillor Rawlings
Seconded by: Councillor Barber

"That Council recommend approval of the proposed subdivision of land legally described as Parcel C, Plan 102129044 Ext 292, subject to the following:

1. Entering into a Servicing Agreement with the Town of Lumsden, including the payment of fees in the amount of \$39,400.00 per hectare ($\$39,400.00 \times 0.44 \text{ ha} = \$17,336.00$) as established in the Town of Lumsden Development Levy Bylaw No. 08-2016.
2. Prior to the construction of any new buildings or structures on the parcel, a Development Permit and Building Permit shall be submitted to and approved by the Town of Lumsden."

CARRIED

Director of Planning and Development Aimee Bryck left at 7:12 p.m. for the remainder of the meeting.



Adoption of Minutes

Resolution No.
2022-259

May 24, 2022 - Regular Council Meeting

Moved by: Councillor Phillips
Seconded by: Councillor Longmoore

"That the minutes of the May 24, 2022 - Regular Council Meeting be approved, as circulated."

CARRIED

Resolution No.
2022-260

May 31, 2022 - Joint Administration Committee Meeting

Moved by: Councillor Barber
Seconded by: Councillor Rawlings

"That the minutes of the May 31, 2022 - Joint Administration Committee Meeting be approved, as circulated."

CARRIED

Committee Reports

Resolution No.
2022-261

Municipal Office - Roof Repair

Moved by: Councillor Rawlings
Seconded by: Councillor Tumbach

"That we agree with the recommendation of the Joint Administration Committee that Administration invite bids to have the municipal office roof repaired as the perimeter of the building is leaking."

CARRIED

Councillor Rawlings declared conflict of interest with respect to Clarification in Human Resource Policy Manual. Councillor Rawlings abstained from discussion and voting on the matter and left the meeting at 7:38 p.m.

Resolution No.
2022-262

Clarification in Human Resource Policy Manual

Moved by: Councillor Tumbach
Seconded by: Councillor Brennan

"That we agree with the recommendation of the 'Hiring of Relatives' section of the Human Resource Policy Manual be amended as per Schedule 'C'."

CARRIED

At the conclusion of voting on the matter, Councillor Rawlings returned to the meeting at 7:55 p.m.

Resolution No.
2022-263

Joint Administration Committee Meeting - May 31

Moved by: Councillor Longmoore
Seconded by: Councillor Barber

"That the Joint Administration Committee Meeting Report be accepted as presented by Councillor Barber."

CARRIED

Resolution No.
2022-264

Communications

Moved by: Councillor Rawlings
Seconded by: Councillor Brennan

"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 - Invitation to AGM on June 20, 2022
- b. Lumsden and District Heritage Home - June, 2022 Newsletter
- c. SAMA - 2021 Annual Report
- d. SAMA - 2022 Primary Audit Report
- e. Lumsden First Responders - May, 2022 Report
- f. Stilborn - Qu'Appelle Drive West - Safety Issue
- g. Play92 - Advertising Package - Summer in Lumsden."

CARRIED

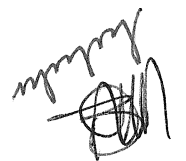
Reports of Administration

Resolution No.
2022-265

Asset Management

Moved by: Councillor Phillips
Seconded by: Councillor Longmoore

"That Council authorizes Administration to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Lumsden Asset Management System and Data Improvements. Be it therefore resolved that the Town of Lumsden commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program: • Develop Asset Management Roadmap, Policy and Framework • Improve Asset Registry data and GIS mapping integration • Complete condition assessments for Town infrastructure • Develop Asset



Management Plans and budget needs • Develop data and reporting templates Be it further resolved that the Town of Lumsden commits \$27,500 from its budget toward the costs of this initiative." **CARRIED**

New Business

Resolution No.
2022-266

Employee Service Awards and Staff Appreciation Luncheon

Moved by: Councillor Phillips
Seconded by: Councillor Brennan

"That we host a Staff Appreciation Luncheon for presentation of the 2022 employee service awards with the date and location to be determined by Administration."

CARRIED

Bylaws

Resolution No.
2022-267

Bylaw 2022-07 - Establish District Fire Department - First Reading

Moved by: Councillor Barber
Seconded by: Councillor Tumbach

"That Bylaw No. 2022-07, being a bylaw to establish a District Fire Department by Agreement with the RM of Lumsden No. 189 be read a first time."

CARRIED

Resolution No.
2022-268

Bylaw No. 2022-10 - Recreation Facilities and Programs Fees -Second Reading

Moved by: Councillor Brennan
Seconded by: Councillor Rawlings

"That Bylaw No. 2022-10, being a bylaw to establish various fees related to recreation facilities and programs, be read a second time."

CARRIED

Resolution No.
2022-269

Bylaw No. 2022-10 - Recreation Facilities and Programs Fees - Third Reading

Moved by: Councillor Rawlings
Seconded by: Councillor Phillips

"That Bylaw No. 2022-10, being a bylaw to establish various fees related to recreation facilities and programs be read a third time, adopted, signed, and sealed."

CARRIED

Resolution No.
2022-270

Adjournment

Moved by: Councillor Rawlings

"That we adjourn the meeting at 8:53 p.m."

CARRIED



Mayor



Chief Administrative Officer