



# LLOYDMINSTER

## City of Lloydminster

### Minutes of a Regular Council Meeting

Date: Monday, March 27, 2023  
Time: 1:30 pm  
Location: Council Chambers

Members Present Mayor Gerald Aalbers  
Councillor Aaron Buckingham  
Councillor Michael Diachuk  
Councillor Glenn Fagnan  
Councillor Lorelee Marin  
Councillor Jonathan Torresan  
Councillor Jason Whiting

Staff Present Dion Pollard, City Manager  
Doug Rodwell, City Clerk  
Denise MacDonald, Chief Financial Officer  
Tracy Simpson, Executive Manager, Community Development Services  
Don Stang, Executive Manager Operations  
Marie Pretty, Chief of Staff  
Wendy Leaman, Executive Coordinator  
Leo Pare, Director Communications  
Hailey Stark, Legislative Services Admin  
Shannon Rowan, Legislative Services Coordinator

#### 1. Call to Order and Silent Moment of Personal Reflection

Mayor Aalbers called the meeting to order at 1:30 PM.

Councillor Whiting declared a financial interest for item 7.5.1.

#### 2. Additions/Deletions to the Agenda



**3. Approval of the Agenda**

Motion No.: 98-2023  
Moved By: Councillor Buckingham  
Seconded By: Councillor Marin

That the Agenda dated March 27, 2023 be approved.

**CARRIED**

**4. Approval of the Previous Meeting Minutes**

Motion No.: 99-2023  
Moved By: Councillor Buckingham  
Seconded By: Councillor Fagnan

That the Regular Council Minutes dated March 13, 2023 be approved.

**CARRIED**

**5. Business Arising from the Minutes**

**6. Bylaws**

**6.1 Bylaw No. 03-2023 Excavation Bylaw**

Motion No.: 100-2023  
Moved By: Councillor Marin  
Seconded By: Councillor Fagnan

That Council grant second reading to Bylaw No. 03-2023 Excavation Bylaw.

**CARRIED**

Motion No.: 101-2023  
Moved By: Councillor Marin  
Seconded By: Councillor Fagnan

That Council grant third and final reading to Bylaw No. 03-2023 Excavation Bylaw.

**CARRIED**

**6.2 Bylaw No. 14-2023 Municipal Development Plan Bylaw**

Motion No.: 102-2023  
Moved By: Councillor Diachuk



Seconded By: Councillor Buckingham

That Council grant first reading to Bylaw No. 14-2023 Municipal Development Plan Bylaw and that Council establish a Public Hearing to be held during the Regular Council Meeting on April 24, 2023 at 2:00 pm.

**CARRIED**

**6.3 Bylaw No. 08-2023 LPDC OCP Future Land Use Map Amendment**

Motion No.: 103-2023

Moved By: Councillor Marin

Seconded By: Councillor Fagnan

That Council grant second reading to Bylaw No. 08-2023, being a bylaw to amend Map 1 - Future Land Use Concept of the Lloydminster Planning District Official Community Plan as amended.

**CARRIED**

Motion No.: 104-2023

Moved By: Councillor Marin

Seconded By: Councillor Fagnan

That Council grant third and final reading to Bylaw No. 08-2023, being a bylaw to amend Map 1 - Future Land Use Concept of the Lloydminster Planning District Official Community Plan.

**CARRIED**

**6.4 Bylaw No. 09-2023 Electronic Communications Bylaw**

Motion No.: 105-2023

Moved By: Councillor Fagnan

Seconded By: Councillor Buckingham

That Council grant first reading to Bylaw No. 09-2023 Electronic Communications Bylaw.

**CARRIED**

Motion No.: 106-2023

Moved By: Councillor Diachuk

Seconded By: Councillor Buckingham



That the March 27, 2023 Regular Council meeting recess for a short break at 2:15 PM.

**CARRIED**

**6.3 Bylaw No. 08-2023 LPDC OCP Future Land Use Map Amendment**

Motion No.: 107-2023

Moved By: Councillor Diachuk

Seconded By: Councillor Marin

That Council rescind the second and third readings of Bylaw No. 08-2023, being a bylaw to amend Map 1 - Future Land Use Concept of the Lloydminster Planning District's Official Community Plan and establish a Public Hearing to be held during the Regular Council meeting on April 24, 2023 at 2:00 PM.

**CARRIED**

**6.5 Bylaw No. 10-2023 Procedure Bylaw**

The meeting reconvened at 2:30 PM with all members present.

Motion No.: 108-2023

Moved By: Councillor Buckingham

Seconded By: Councillor Fagnan

That Council grant first reading to Bylaw No. 10-2023 Procedure Bylaw.

**CARRIED**

**6.6 Bylaw No. 11-2023 Designated Offices Bylaw**

Motion No.: 109-2023

Moved By: Councillor Fagnan

Seconded By: Councillor Marin

That Council grant first reading to Bylaw No. 11-2023 Designated Office Bylaw.

**CARRIED**

**6.7 Bylaw No. 12-2023 Financial Administration Bylaw**

Motion No.: 110-2023

Moved By: Councillor Marin

Seconded By: Councillor Fagnan



That Council grant first reading to Bylaw No. 12-2023 Financial Administration Bylaw.

**CARRIED**

**6.8 Bylaw No. 13-2023 Public Notification and Advertising Bylaw**

Motion No.: 111-2023

Moved By: Councillor Diachuk

Seconded By: Councillor Marin

That Council grant first reading to Bylaw No. 13-2023 Public Notification and Advertising Bylaw and that Council establish a Public Hearing to be held during the Regular Council Meeting on April 3, 2023 at 2:00 pm.

**CARRIED**

**7. New Business; Department Reports**

**7.1 City Manager's Office**

**7.1.1 Downtown Area Redevelopment Committee – Terms of Reference - Update**

Motion No.: 112-2023

Moved By: Councillor Fagnan

Seconded By: Councillor Buckingham

That Council approve the updated Downtown Area Redevelopment Committee Terms of Reference.

**CARRIED**

**7.1.2 Policy No. 630-02 Downtown Façade and Building Improvement Program Policy**

Motion No.: 113-2023

Moved By: Councillor Marin

Seconded By: Councillor Fagnan

That Council approve Policy No. 630-02, the Downtown Façade and Building Improvement Program Policy.

**CARRIED**



**7.1.3 Council Committee Appointments**

Motion No.: 114-2023  
Moved By: Councillor Buckingham  
Seconded By: Councillor Fagnan

That Council approve the 2023 Council Appointments of Mayor Gerald Aalbers, Councillor Lorelee Marin, Councillor Jonathan Torresan and Alternate Councillor Michael Diachuk to the Intermunicipal Development Plan (IDP) Committee and Intermunicipal Collaborative Framework (ICF) Committee.

**CARRIED**

**6.8 Bylaw No. 13-2023 Public Notification and Advertising Bylaw**

Motion No.: 115-2023  
Moved By: Councillor Diachuk  
Seconded By: Councillor Marin

That Council amend the motion to grant first reading to Bylaw No. 13-2023 Public Notification bylaw and that Council establish a Public Hearing to be held during the Regular Council Meeting on April 24, 2023 at 2:00 PM.

**CARRIED**

**7.2 Office of the City Clerk**

**7.2.1 Policy No. 137-03 Tax Arrears Agreement Policy**

Motion No.: 116-2023  
Moved By: Councillor Diachuk  
Seconded By: Councillor Buckingham

That Council approve the Tax Arrears Agreement Policy No. 137-03.

**CARRIED**

**7.2.2 Border Paws Animal Shelter Request for Capital Funds**

Motion No.: 117-2023  
Moved By: Councillor Marin  
Seconded By: Councillor Fagnan

That Council direct Administration to add the Border Paws Animal Shelter request for \$300,000 capital funding to the 2023 Budget Revisions for Council’s consideration.

**CARRIED**



**7.3 Community Development Services**

**7.3.1 Vic Juba Funding Request – Sound System**

Motion No.: 118-2023  
Moved By: Councillor Diachuk  
Seconded By: Councillor Buckingham

That Council approve Administration to enter into a funding agreement with Vic Juba Community Theatre for the replacement of the theatre’s sound system, in the amount of \$190,785, to be funded from the Recreation and Culture Capital Reserve 1-700-740-35170, and that the Mayor and City Clerk be authorized to sign and seal all necessary documents.

**CARRIED**

Motion No.: 119-2023  
Moved By: Councillor Diachuk  
Seconded By: Councillor Buckingham

That the March 27, 2023 Regular Council meeting break for a short recess at 3:56 PM.

**CARRIED**

**7.4 Operations**

**7.4.1 Policy No. 610-05 Excavation Permit Policy**

The meeting reconvened at 4:08 PM with all members present.

Motion No.: 120-2023  
Moved By: Councillor Buckingham  
Seconded By: Councillor Diachuk

That Council approve Policy No. 610-05 Excavation Permit Policy.

**CARRIED**

**7.4.2 Lloydminster Golf Course Fairway Regrade – Contract Award**

Motion No.: 121-2023  
Moved By: Councillor Diachuk  
Seconded By: Councillor Buckingham

That the motions be tabled until later in the meeting.

**CARRIED**



**7.4.3 Storm Sewer Masterplan Update – Consultant Award**

Motion No.: 122-2023  
Moved By: Councillor Fagnan  
Seconded By: Councillor Marin

That Council approve the award of the Storm Sewer Collection Masterplan Update – Consultant to ISL Engineering and Land Services Ltd. of Calgary, AB, in the amount of \$204,015.00, excluding GST, to be allocated from the 2023 Capital Budget Project No.: 2335014 and that the Mayor and City Clerk be authorized to sign and seal all necessary documents. In addition, that Council approve a contingency allowance of 15% in the amount of \$30,600, excluding GST, to be allocated from the 2023 Capital Budget Project No.: 2335014.

**CARRIED**

**7.4.2 Lloydminster Golf Course Fairway Regrade – Contract Award**

Motion No.: 123-2023  
Moved By: Councillor Diachuk  
Seconded By: Councillor Buckingham

That Council approve the award of the contract for the Lloydminster Golf Centre Fairway Regrade - Contractor to Garth Beetstra Construction Ltd. of Canmore AB in the amount of \$98,392 excluding GST to be allocated from 2023 Capital Budget Project No. 2273105 and that Administration be authorized to sign and seal all necessary documents. Further that Council approve a 15% contingency in the amount of \$14,758.80 to be allocated from 2023 Capital Budget Project No. 2273105.

**CARRIED**

Motion No.: 124-2023  
Moved By: Councillor Diachuk  
Seconded By: Councillor Buckingham

That Council approve the Sole Source award for the expanded scope of work for the Lloydminster Golf Centre Fairway Regrade Capital Project to include remediation of other fairways and turf in need of repair to Garth Beetstra Construction Ltd. of Canmore AB to a maximum project total of \$132,670 for Fairway 1 and expanded scope of work to be allocated from 2023 Capital Project No. 2273105 and that Administration be authorized to sign and seal all necessary documents.

**CARRIED**





**7.4.4 2021 Outstanding Stormwater Utility Accounts – Transfer to 2023 Tax Roll**

Motion No.: 125-2023  
Moved By: Councillor Buckingham  
Seconded By: Councillor Diachuk

That Council approve the transfer of the 2021 outstanding Stormwater utility amounts, as listed in attached Table 1 – 2021 Outstanding Stormwater Utility Charges, to the 2023 tax roll of the property owner.

**CARRIED**

**7.5 Chief of Staff**

**7.5.1 Standing Offer Agreement for Photography**

Councillor Whiting exited the meeting at 5:10 PM due to a financial interest in this item.

Councillor Buckingham requested a recorded vote on this motion.

Motion No.: 126-2023  
Moved By: Councillor Marin  
Seconded By: Councillor Fagnan

That Council approve entering into a standing offer agreement with Videre Images for photography services, up to a maximum of \$15,000 for the year 2023.

**CARRIED**

Mayor Aalbers voted for  
Councillor Buckingham voted against  
Councillor Diachuk voted for  
Councillor Fagnan voted for  
Councillor Marin voted for  
Councillor Torresan voted for

Councillor Whiting rejoined the meeting at 5:24 PM.

**8. Mayor/Councillor Reports**

**8.1 Mayor Report for March 25, 2023**

**9. Any Other Matters**



**10. Inquiries from the Media**

There were no requests from the media.

Councillor Whiting and Councillor Torresan left the meeting at 5:28 PM prior to the Regular Council meeting going in-camera.

Motion No.: 127-2023

Moved By: Councillor Fagnan

Seconded By: Councillor Marin

That the March 27, 2023 Regular Council Meeting recess for a short break at 5:28 PM.

**CARRIED**

**11. In Camera Session**

The March 27, 2023 Regular Council Meeting reconvened at 5:34 PM.

Motion No.: 128-2023

Moved By: Councillor Buckingham

Seconded By: Councillor Fagnan

That the March 27, 2023 Regular Council Meeting go into a closed session as per LAFOIP Section 16(1)(a) at 5:35 PM.

**CARRIED**

Councillor Torresan joined the meeting in-person at 5:43 PM.

Motion No.: 129-2023

Moved By: Councillor Diachuk

Seconded By: Councillor Buckingham

That the March 27, 2023 Regular Council Meeting resume open session at 6:08 PM.

**CARRIED**



**12. Adjournment**

Motion No.: 130-2023

Moved By: Councillor Torresan

That the March 27, 2023 Regular Council Meeting be adjourned at 6:09 PM.

**CARRIED**

(Sgd By: Gerald S. Aalbers)

MAYOR

(Sgd By: Doug Rodwell)

CITY CLERK