



Town of Lampman
Meeting Minutes
Regular Meeting September 14th, 2022 - 07:00 PM

1. **CALL TO ORDER**

Resolution No: 2022-1

Mayor Jay Jones called the meeting to order. The time being 7:04 p.m. The attendance being as follows:

Mayor Jay Jones
Councillor Dustin Ferguson
Councillor Glen Fichter
Councillor Randy Fleck
Councillor Duane Freeden
Councillor Daryle Runge – via telephone
Councillor Ryan Saxon – via telephone
Administrator April Olver
Assistant Administrator – Melissa Mackenzie

CARRIED

2. **CONFLICT OF INTEREST**

3. **ADDITIONS OF URGENT OR EMERGENT BUSINESS**

4. **DELEGATIONS**

7:00 p.m. – Glenda Johnston

Resolution No: 2022-4

Moved By: Daryle

That access to The Town of Lampman Revenue Canada accounts be given to Glenda Johnson.

CARRIED

5. **MINUTES**

5.1 **Regular Meeting – July 20th, 2022**

Resolution No: 2022-5.5.1

Moved By: Glen

That the minutes of the July 20, 2022 meeting of Council be approved as circulated.

CARRIED

5.1.2 **Special Meeting – August 4th, 2022**

Resolution No: 2022-5-5.1.2

Moved By: Glen

That the minutes of the August 4th, 2022 special meeting of Council be approved as circulated.

CARRIED

55

5.1.3 **Regular Meeting – August 10, 2022**

Resolution No: 2022-5-5.1.3

Moved By: Glen

That the minutes of the August 10th, 2022 meeting of Council be approved as circulated.

CARRIED

5.1.4 **Special Meeting – September 2, 2022**

Resolution No: 2022-5-5.1.4

Moved By: Glen

That the minutes of the September 2, 2022 special meeting of Council be approved as circulated.

CARRIED

6. **BANK RECONCILIATION**

Resolution No: 2022-6

Moved By: Randy

That the July 2022 bank reconciliation for the Town of Lampman be hereby approved as presented. August and September Bank Reconciliations are tabled for October's meeting.

CARRIED

7. **COMPARATIVE BALANCE**

Resolution No: 2022-7

Moved By: Dustin

That the Comparative Balance for the month of August 2022 be adopted as presented for the Town of Lampman.

CARRIED

8. **COMPARATIVE STATEMENT**

Resolution No: 2022-7

Moved By: Glen

That the Comparative Statement for the month of August 2022 be adopted as presented for the Town of Lampman.

CARRIED

9. **ACCOUNTS**

Resolution No: 2022-8

Moved By: Glen

That the accounts covered by cheque no.'s 14566 to 14624 in the amount of \$187,955.21; and the electronic funds transfer no.'s VP299 to VP305 in the amount of \$23,261.69; and the direct payroll payments no's DD 1 to 25 for the amount of \$5,209.81 be approved for payment.

CARRIED

10. **CORRESPONDENCE**

Resolution No: 2022-9

Moved By: Dustin

That the correspondence presented to this meeting now be filed for future reference of Council and Administration.

CARRIED

11. **COMMITTEE MEETINGS/INFORMATION/REPORTS**

11.1.1 **Professional Building Inspection, Inc. – Certificate to Appoint**

Resolution No: 2022-11-11.1.1

Moved By: Randy

That Josh Nitz be appointed as licensed building officials under the authority of Subsections 16(2) and 16(3) of the Construction Codes Act.

CARRIED

11.1.2 202 3rd Avenue Cement Driveway Pad

Resolution No: 2022-11-11.1.2

Moved By: Dustin

That the request be pending review of bylaw, survey and line locating.

CARRIED

11.1.3 Apology Letter

Resolution No: 2022-11-11.1.3

Moved By: Dustin

That an apology letter be sent for damages done to a headstone. A quote will be required for repairs to the headstone.

CARRIED

11.1.4 Employee Review on Complaints

Resolution No: 2022-11-11.1.4

Moved By: Dustin

That all complaints received by the Town of Lampman are reviewed with employees making them aware. Each employee will need to sign off on the complaint after it is reviewed.

CARRIED

11.1.5 Day to commemorate the Life of Queen Elizabeth the Second – September 19, 2022

Resolution No: 2022-11-11.1.5

Moved By: Dustin

That the Town of Lampman stand with the Provincial Government and not declare Monday, September 19, 2022, as a holiday.

CARRIED

11.1.6 Employee Payroll Deductions

Resolution No: 2022-11-11.1.6

Moved By: Daryle

That employees are no longer deducted pay to go towards their utility and tax payments.

CARRIED

11.1.7 Administration Reports

Resolution No: 2022-11-11.1.7

Moved By: Randy

That the Administration Reports be acknowledged as presented and filed for future reference of Council and Administration.

CARRIED

11.1.8 Fire Committee Meeting

Resolution No: 2022-11-11.1.8

Moved By: Dustin

That the Fire Committee call a meeting to discuss the house fire that occurred on September 6th at 209 2nd Avenue East and also the RM fire that occurred in the Hastings area.

CARRIED

11.1.9 Committee Meetings

Resolution No: 2022-11-11.1.9

Moved By: Randy

That the committee meeting minutes, information and reports presented to this meeting now be filed for future reference of Council and Administration.

CARRIED

5/5



12. **UNFINISHED BUSINESS**

12.1.1 **UMAAS Workshop**

Resolution No: 2022-12-12.1.1

Moved By: Dustin

That the Council of the Town of Lampman approve the administrator to attend the UMAAS workshop pertaining to regulations and practical administration practices relating to a Municipal Administrator's regular work duties on October 25th in Weyburn.

CARRIED

12.1.2 **Administrator Program**

Resolution No: 2022-12-12.1.2

Moved By: Dustin

That the Council of the Town of Lampman table the discussion of the assistant administrator enrolling in her LGA courses until November 2022.

CARRIED

12.1.3 **Appointment of Administrator**

Resolution No: 2022-12-12.1.3

Moved By: Glen

That the Council of the Town of Lampman officially appoint April Olver Administrator of the Town of Lampman.

CARRIED

13. **NEW BUSINESS**

13.1 **Employee BBQ**

Resolution No: 2022-13-13.1

Moved By: Jay

That the Council of the Town of Lampman plan an appreciation employee BBQ.

CARRIED

13.1.2 **Rink Fundraiser**

Resolution No: 2022-13-13.1.2

Moved By: Dustin

That the Council of the Town of Lampman purchase a table for eight hundred dollars (\$800), seating eight per table in support of the Recreation After Harvest Party on October 22, 2022.

CARRIED

13.1.3 **General Water Usage**

Resolution No: 2022-13-13.1.3

Moved By: Jay

That the Council of the Town of Lampman donate two hundred gallons of water costing twelve dollars (\$12) that was required by Crescent Point.

CARRIED

13.1.4 **Interest Abatement**

Resolution No: 2022-13-13.1.4

Moved By: Dustin

That the Council of the Town of Lampman draft a Bylaw for the purpose of abating interested at the beginning of each year if current arrears and monthly payment are made.

CARRIED

Handwritten initials in black ink, possibly 'JS', and a blue circular stamp or mark.

13.1.5 **Tax Discounts**

Resolution No: 2022-13-13.1.5

Moved By: Dustin

That the Council of the Town of Lampman table for October 2022 discussions on tax discounts and what surround communities are offering.

CARRIED

14. **FOREMAN'S REPORT**

14.1 **Water Treatment Plant Records**

Resolution No: 2022-14-14.1

Moved By: Duane

That the water treatment plant records for the month of August, 2022 be acknowledged and filed for future reference and signed by the mayor.

CARRIED

14.1.2 **Foreman's Report**

Resolution No: 2022-14-14.1.2

Moved By: Duane

That the Foreman's Weekly Reports be hereby approved as circulated.

CARRIED

15. **NEXT MEETING**

Resolution No: 2022-15

Moved By: Randy

That the next meeting of Council be held on October 12th, 2022 at 7:00 p.m.

CARRIED


16. **ADJOURNMENT**

Resolution No: 2022-16

Moved By: Jay

That this meeting now be adjourned. The time being 9:40 p.m.

CARRIED



Administrator



Mayor

List of Cheques for Council Approval**Minutes: September 14, 2022****09/14/2022**

Cheque #	Paid To	In Payment Of	Amount
14566	R.M. and Town Recreation Board	Operating Deficit	\$11,000.00
14567	Mr G's Lock & Key	Office Supplies	\$33.30
14568	JW Landscaping	Therapeutic Park Construction	\$88,800.00
14569	VOID	Replacement of #14568	\$0.00
14570	VOID	Misprint	\$0.00
14571	VOID	Misprint	\$0.00
14572	RM of Browning #74	POS pymt to RM	\$56.96
14573	VOID	Misprint	\$0.00
14574	VOID	Misprint	\$0.00
14575	Ferguson, Dustin	Indemnity	\$440.97
14576	Fichter, Glen	Indemnity	\$723.87
14577	Freeden, Duane	Indemnity	\$582.42
14578	Fleck, Randy	Indemnity	\$299.52
14579	Jones, Jay	Indemnity	\$440.97
14580	Runge, Daryle	Indemnity	\$150.00
14581	Saxon, Ryan	Indemnity	\$150.00
14582	Amity Industrial Supply Ltd	Machine Repairs	\$37.57
14583	BK Creations	Signs	\$101.00
14584	Border Cleaning	Clean - Town Office	\$116.79
14585	Branch, Veronica	Clean - Fire Hall	\$98.50
14586	Carson Safety Services	Fire -Turnout Gear	\$1,777.65
14587	Carson Safety Services	Fire -Turnout Gear	\$427.35
14588	Carson Safety Services	Fire -Turnout Gear	\$890.60
14589	Carson Safety Services	Fire -Turnout Gear	\$1,588.35
14590	Carson Safety Services	Fire -Turnout Gear	\$227.55
14591	Carson Safety Services	Fire -Turnout Gear	\$915.38
14592	Carson Safety Services	Fire -Turnout Gear	\$1,579.69
14593	City of Estevan	Sewer - Contracted Repairs	\$214.45
14594	ClearTech Industries	Sewer - Maintenance - Chemical	\$3,414.66
14595	Dube, Les	EH - Contracted - Waste Disposal	\$760.00
14596	Estevan Meter	Water - Maintenance - Repair/Supplies	\$172.99
14597	Four Seasons Rental and Repair	TS - Maint/Supplies - Machinery	\$115.86
14598	Fornwald, Barb	Clean - Office	\$354.60
14599	Genco Asphalt Inc	Contract - Maintenance - Road Repair	\$2,264.40
14600	GFL Environmental Inc.	Contracted - Waste Disposal	\$7,686.14
14601	Girard Bulk Service	Lampman Golf/Diesel Fuel	\$4,311.71
14602	Gerry's Store	Food Bank	\$1,267.96
14603	Jay's Transportation	Water/Sewer-Maintenance-Repair/Suppli	\$1,039.21
14604	Johnston, Glenda	Contract Admin	\$5,106.00
14605	Kendall's	Shop Supplies	\$290.75
14606	Lampman Curling Club	Bonspiel 2023 - Suspense	\$10,000.00
14607	Lampman Service Station	Fire/Maintenance Fuel	\$2,504.45
14608	Loughren, Rhonda	Food Bank	\$233.85
14609	Mack, Krista	Janitor - Library	\$197.00
14610	Monster Enterprise Ltd	Sewer - Maintenance - Hydrovac	\$1,221.00
14611	Professional bulding Inspections	Contracted - Inspections	\$798.00
14612	Redhead Equipment	Mainteance - Machine Repairs/Small Toc	\$1,400.96

Cheque #	Paid To	In Payment of	Amount
14613	RM of Browning and Town of Lam	Operating Deficit	\$10,000.00
14614	RM of Browning	Contract Admin	\$3,000.00
14615	Saskatchewan Health Authority	Water Tests	\$230.00
14616	SeaHawk	Fire Supplies/Repairs	\$6,966.75
14617	SEDA	Contracted - Membership	\$373.95
14618	The Floor Store	Paint	\$474.53
14619	The House of Stationery	Stationery Supplies	\$1,714.27
14620	TML Auto Repair	Suspense - Damaged Radiator(GOLF)	\$2,993.83
14621	UMAAS	Contractor - Glenda - Membership	\$220.00
14622	Wolseley	Water - Repairs/Supplies (PVC Belt)	\$812.52
14623	Xylem	Sewer - Contracted Repairs	\$7,215.00
14624	Branch, Veronica	Gerry Store - Fire - Janitor Supplies	\$161.93
TOTAL:			<u>\$187,955.21</u>

List of Electronic Funds Transfers

Date	Paid To	In Payment of	Amount
VP299	Receiver General	Remittance August 1-15	\$8,511.60
VP300	MEPP	Superannuation August 1-15	\$2,280.84
VP301	SaskPower	Street Lights	\$1,693.30
VP302			
VP303	Receiver General	Remittance August 16-31	\$4,985.88
VP304	MEPP	Superannuation August 16-31	\$1,285.54
VP305	Minister of Finance - EPT	School Tax Collections Aug 2022	<u>\$4,504.53</u>
TOTAL:			<u>\$23,261.69</u>

List of Direct Deposits

DD No.	Paid To	In Payment of	Amount
1	SaskEnergy	August - Shop	\$49.94
2	SaskEnergy	September - Shop	\$54.04
3	SaskEnergy	July - WTP	\$182.70
4	SaskEnergy	August - WTP	\$174.11
5	SaskEnergy	August - Fire Hall	\$42.79
6	SaskEnergy	September - Fire Hall	\$89.41
7	SaskEnergy	August - Library	\$42.79
8	SaskEnergy	September - Library	\$46.62
9	SaskPower	August - Shop	\$60.78
10	SaskPower	September - Shop	\$89.09
11	SaskPower	August - Library	\$328.51
12	SaskPower	September - Library	\$30.85
13	SaskPower	August - Fire Hall	\$81.15
14	SaskPower	September - Fire Hall	\$148.42
15	SaskPower	August - WTP	\$951.60
16	SaskPower	August - Street Lights	\$1,693.30
17	SaskPower	August - Welcome Sign	\$44.85
18	SaskPower	August - New Lift Station	\$397.20

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19	SaskPower	August - Outdoor Garbage Dump	\$48.21
20	SaskPower	August - Stormwater Lift Station	\$110.67
21	SaskPower	August - 10 Railway Ave (Sign)	\$5.99
22	SaskTel Mobility	August	\$62.35
23	SaskTel	August - Office	\$148.58
24	SaskTel	August - Fire Hall	\$113.22
25	SaskTel	August - WTP	\$212.64
TOTAL DIRECT DEPOSITS:			<u>\$5,209.81</u>


Administrator
Mayor