



**MINUTES**  
**TOWN OF LAMPMAN**  
**Regular Meeting August 9, 2023**

1. **CALL TO ORDER**

**Resolution: No. 2023-08-01**

Deputy Mayor Randy Fleck called the meeting to order at 7 pm, the attendance being as follows:

Deputy Mayor – Randy Fleck

Councillor – Glen Fichter

Councillor – Duane Freeden

Councillor – Daryle Runge

Councillor – Ryan Saxon

Administrator: Glenda Johnston, Teresa Dyck

Absent: Mayor Jay Jones and Dustin Ferguson

2. **CONFLICT OF INTEREST**

Runge and Fleck declared a conflict of interest around item 12.1 Rec Board Agreement.

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

None

4. **AGENDA**

**Resolution: No. 2023-08-04**

**Moved by:** Runge

That the agenda be accepted as presented.

**CARRIED**

5. **MINUTES**

1. Town July Meeting

**Resolution No. 2023-08-05.1**

**Moved by: Fichter**

That the Minutes of the July Regular Town Meeting be approved as presented. **CARRIED**

2. Fire Meeting Minutes May

**Resolution No. 2023-08-05.2**

**Moved by:** Saxon

That the Minutes of the Fire Dept for May be accepted as presented. **CARRIED**

3. Fire Meeting Minutes June

**Resolution No. 2023-08-05.3**

**Moved by:** Runge

That the Minutes of the Fire Dept for June be accepted as presented. **CARRIED**

*SS*      *PR*

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4. Fire Meeting Minutes July

**Resolution No. 2023-08-05.4**

**Moved by:** Fleck

That the Minutes of the Fire Dept for July be accepted as presented. **CARRIED**

5. Rec Board Minutes June

**Resolution No. 2023-08-05.5**

**Moved by:** Fichter

That the Minutes of the Rec Board for June be accepted as presented. **CARRIED**

6. **BANK RECONCILIATION**

1. June

**Resolution No. 2023-08-06.1**

**Moved by:** Freeden

That the Bank Rec for the Chq Account for June be approved as presented. **CARRIED**

7. **FINANCIALS FOR JUNE**

1. Affinity Bank Statement July

**Resolution No. 2023-08-07.1**

**Moved by:** Fleck

That Council acknowledge the presentation of the Affinity Bank Statement for July.  
**CARRIED**

2. Financial Statement to July

**Resolution No. 2023-08-07.2**

**Moved by:** Freeden

That Council approve the Financial Statement for July as presented. **CARRIED**

8. **LIST OF ACCOUNTS FOR APPROVAL**

1. Cheques, Online Payments, Payroll

**Resolution No. 2023-08-8.1**

**Moved by:** Fichter

That Council approve the List of Accounts for Approval Chq # 131-168 in the amount of \$119,454.41; Online payments OB 2023-30 to OB 2023-36 in the amount of \$14,339.73; Payroll for July 31 \$7,742.41 and Indemnity for Apr, May, June \$6,150.00 for a total of \$147,686.55.  
**CARRIED**

2. Rec Board \$22,000

**Resolution No. 2023-08-8.2**

**Moved by:** Fichter

That Council authorize the payments to G Johnston Bookkeeping, S & B Westerhaug, Xylem Canada for a total of \$15,502.88.  
**CARRIED**

9. **CORRESPONDENCE**

1. March to June Updates RCMP

2. Arcola Family Health Clinic Financial Statement

3. SEPTC Minutes June 27

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4. Rail Safety Proclamation

**Resolution No. 2023-08-9.4**

**Moved by:** Fleck

That the Town of Lampman support the National Rail Safety Week from September 18–24, 2023.

**CARRIED**

5. Letter to Rec Board with Public Works Request

**Resolution No. 2023-08-09**

**Moved by:** Saxon

That the Correspondence be filed as dealt with.

**CARRIED**

10. **COMMITTEE MEETINGS/INFORMATION/REPORTS**

1. Administration Reports

**Resolution No. 2023-08-10.1**

**Moved by:** Fichter

That Council acknowledge the Zoom Meeting with Bullee Construction on August 14 at 5:30.pm to discuss lagoon drainage options.

**CARRIED**

**Resolution No. 2023-08-10.2**

**Moved by:** Freeden

That Council authorize the administrator to write off the following overdue water accounts: #1101 - \$895.07; #1099 - \$1,465.22; #998 - \$658.74.

That Council authorize the administrator to move the following water bills to the tax roll: #1086 \$589.87 to Roll #352; #666 \$872.61 to Roll #114.

**CARRIED**

**Resolution No. 2023-08-10.3**

**Moved by:** Runge

That the cleaning staff at the Fire Hall and Library be increased to \$22.50 per hour effective September 1.

**CARRIED**

**Resolution No. 2023-08-10.4**

**Moved by:** Freeden

That Council authorize the payment of additional payables: Xylem \$7,215.00; G Johnston Bookkeeping \$8,005.88; Water Refund Westerhaug \$282.00.

**CARRIED**

**Resolution No. 2023-08-10.5**

**Moved by:** Fleck

That Council authorize the administrator to tender all the vacant lots that are for Resale.

**CARRIED**

**Resolution No. 2023-08-10.6**

**Moved by:** Saxon

That Council accept the Administrator's Report as presented.

**CARRIED**

A handwritten signature in black ink, appearing to be 'R. S.', is located in the bottom right corner of the page.

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11. **UNFINISHED BUSINESS**

1. Ditch Request – C Furber

**Resolution No. 2023-08-11.1**

**Moved by:** Saxon

That Council authorize the administrator to have the Public Works pick up the Culvert on the west end of Forrest Ave. **CARRIED**

2. RM Agreement Separation of Offices

**Resolution No. 2023-08-11.2**

**Moved by:** Saxon

That Council accept the offer from the RM of Browning on the Separation of the Offices, that being the RM of Browning will pay the Town of Lampman \$87,500.00 **CARRIED**

12. **NEW BUSINESS**

1. Rec Board Agreement

Councilors Runge and Fleck declared a conflict and left chamber at 9:20 pm.

**Resolution No. 2023-08.12.01**

**Moved by:** Fichter

That Council authorize the administrator to get Legal Advice from A Ludwig at Kohaly, Elash, Ludwig on the proposed New Rec Board Agreement before making a decision, and the decision be tabled to next meeting. **CARRIED**

Councilors Runge and Fleck returned to the chamber at 9:30 pm.

2. Days Off

1 S Parry - Ratify Vacation August 1-15

2 A Taillon – Medical August 9; Days off August 10, 11, 21

3 R Kochie – Vacation September 2-9

3 B Schulties – Vacation September 16-23

**Resolution No. 2023-08-12.2**

**Moved by:** Runge

That Council approve the days off as listed above. **CARRIED**

3. Advertise Tax Arrears

**Resolution No. 2023-08-12.3**

**Moved by:** Fichter

That Council authorize the Administrator to advertise the Tax Arrears. **CARRIED**

4. Proceed with Tax Enforcement

**Resolution No. 2023-08-12.4**

**Moved by:** Saxon

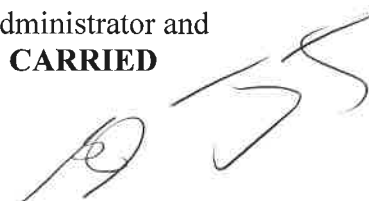
That Council authorize the Administrator to proceed with the Tax Enforcement files. **CARRIED**

5. Resumes

**Resolution No. 2023-08-12.5**

**Moved by:** Saxon

That Council authorize the administrator to set up interviews for the Administrator and Assistant Administrator positions. **CARRIED**



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**6. Resolution No. 2023-08-12.6**

**Moved by:** Saxon

That Council authorize the administrator to look into the Flood Damage Reduction Program grant and apply.

**CARRIED**

13. **FOREMAN ITEMS TO DISCUSS**

1. Water Treatment Plant Records

**Resolution No. 2023-08-13**

**Moved by:** Fleck

That Council acknowledge and sign the Water Treatment Plant Records for July as presented.

**CARRIED**

14. **NEXT MEETING** Wednesday, September 13 at 7 pm.

15. **ADJOURN**

**Resolution No. 2023-08-15**

**Moved by:** Fleck that we adjourn at 10:13 pm.

  
\_\_\_\_\_  
Mayor

  
The seal is circular with a rope-like border. The outer ring contains the text 'TOWN OF LAMPMAN' at the top and 'SASKATCHEWAN' at the bottom. In the center, there are four stars arranged in a horizontal line, and a single star is positioned below them.

  
\_\_\_\_\_  
Administrator

Aug

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**Town of Lampman**  
**List Of Accounts for Approval**  
Batch: 2023-00025 to 2023-00034

Bank Code - GEN - General Bank

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
131	07/27/2023	Lampman Community Health Centre			
	July		Donations for Bed Fundraiser	8,630.00	8,630.00
132	07/27/2023	Teresa Dyck - Petty Cash			
	July		Water Sample Postage	62.64	
	April		Water Sample Postage	108.15	170.79
133	07/31/2023	Municipal Sewer Maintenance Ltd			
	2107		Hydrovac Sewer Storm, Curb Stop	4,402.50	4,402.50
134	07/31/2023	Saskatchewan Health Authority			
	3435479		Water Sample	23.00	23.00
135	07/31/2023	Small Iron Excavating & Landscaping			
	1674		Replace 6" water main valve South	6,721.05	
	1672		Curb Stop 104 Grove	4,065.38	10,786.43
136	07/31/2023	Southern Bolt Supply & Tools Ltd			
	172167		Shop	48.67	
	171442		Bolts	129.87	178.54
137	08/09/2023	Acti-Zyme Products Ltd			
	121864		Acti Zyme Chemicals purch Jan20.	3,452.38	3,452.38
138	08/09/2023	Branch, Veronica			
	June 2023-01		Cleaning July	128.51	128.51
139	08/09/2023	Dynamic Signs Inc.			
	15127		Signs for the dump	306.36	306.36
140	08/09/2023	Fer-marc Equipment Ltd			
	10560		Water pump Assy	1,137.37	1,137.37
141	08/09/2023	Four Season Rentals			
	99792		Chainsaw parts, bar chain oil	167.16	167.16
142	08/09/2023	Gerry's Store			
	259017		Supples	132.75	
	259016		Fire Dept supplies	17.22	
	259015		Fire dept Cleaning supplies	253.81	
	15		Shop / town clean supplies	39.60	
	16		Shop supplies	17.92	461.30
143	08/09/2023	GFL Enviromental Inc			
	SK0000412865		July Waste Disposal	7,895.03	7,895.03
144	08/09/2023	ISC			
	July31, 2023		Title charge	12.00	12.00
145	08/09/2023	Jay's Group of Companies			
	R30304134		Transp Chemical to WTP	304.13	304.13
146	08/09/2023	Kendall's Auto Electric			
	1066653		Pool & shop supplies	388.92	388.92
147	08/09/2023	Lampman Service Station Ltd			
	18732		Gas diesel oil	926.28	
	18697		Fire dept Fuel , parts	465.15	1,391.43
148	08/09/2023	Mack, Krista			
	July 312023		Library cleaning July 12hrs @19.7	237.24	237.24
149	08/09/2023	McComb Auto Supply			
	571132		Shop Supplies	25.41	
	571431		WTP and Pool Supplies	190.48	
	572723		Pool & shop supplies	217.76	433.65
150	08/09/2023	Minister of Finance			

**Town of Lampman**  
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Batch: 2023-00025 to 2023-00034

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			RP-2023-410	Policing municipal	38,694.36	38,694.36
151	08/09/2023	<b>Monster Enterprise Ltd</b>	FT14338	Expose curb stop for replacement	1,154.40	1,154.40
152	08/09/2023	<b>MuniSoft</b>	2023/24-02035	GL Budget ext, AP Multibatch ext	1,219.89	1,219.89
153	08/09/2023	<b>Primec Controls Canada Corp</b>	ARB445	Instal load out hardware, program	1,814.47	
			ARB441	Controler modual for WTP july18	3,080.12	4,894.59
154	08/09/2023	<b>Purolator Courier Ltd</b>	453843661	WTP Parts	23.24	
			453942676	Shipping Fer marc WTP parts	23.70	46.94
155	08/09/2023	<b>Redhead Equipment</b>	P28642	Rep parts for Kubota idler pully	99.03	
			P28643	Kubota Bearing, Wheel, Washer n	242.93	
			P28888	Kubota , Idler Pulley	315.11	657.07
156	08/09/2023	<b>Richardson Pioneer</b>	IN492032250	Octtain XL split town and rec	190.00	
			IN492032273	OCTTAIN XL 9L X2 - SPLIT REC	380.00	570.00
157	08/09/2023	<b>Rising Hope Ranch</b>	81	Office admin June	4,859.67	4,859.67
158	08/09/2023	<b>R.M. and Town Rec Board</b>	41	Operating deficit for Rec Board Jul	22,000.00	22,000.00
159	08/09/2023	<b>Saskatchewan Health Authority</b>	3438823	Water Tests	23.00	
			3439396	Water Tests	23.00	
			3439395	Water Tests	23.00	69.00
160	08/09/2023	<b>Schilling Home Hardware Bldg Centre</b>	648334	Flowers for town	30.26	
			647229	Garbage bags Watering wand	50.48	
			647211	Push lawn mower	444.05	
			648532	Patio blocks - rep , utility knife	69.89	
			649042	auger drain 3/8 x25'	33.29	627.97
161	08/09/2023	<b>Senchuk Ford Sales Ltd</b>	221935	Parts for pickup	25.40	25.40
162	08/09/2023	<b>SGI Canada</b>	July 2023 inv	pkg policy on vehicles	179.14	179.14
163	08/09/2023	<b>Grant Sinkewicz</b>	July 203	July 2023 Waste Transfer Station	874.00	874.00
164	08/09/2023	<b>Southern Bolt Supply &amp; Tools Ltd</b>	172860	Bottom Pipe tap - POOL	50.43	
			172983	Cotter pin for curb stops	60.06	
			175076	WTP Screws	0.93	111.42
165	08/09/2023	<b>Teresa Dyck</b>	Wal 4065	Laminator, pages, kleenex	54.28	54.28
166	08/09/2023	<b>The House of Stationery</b>	430588	Post it notes and envelope sealer	23.49	
			430702	Lexmark toner	149.41	
			430706	2nd lexmark toner	149.41	
			431106	Envelopes - security and plain	884.60	1,206.91
167	08/09/2023	<b>Todd Thompson</b>	291493	WTP Operator Oversight	250.00	250.00

**Town of Lampman**  
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**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
168	08/09/2023	WIL-TECH Industries Ltd.	PS-INV138333	Fix Cylinder for loader	1,452.63	1,452.63
					Total Computer Cheque:	119,454.41

**ONLINE BANKING**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
OB 2023-30	07/18/2023	SaskPower/Energy				
		Shop Jul7 Ener		SK Energy June2-July4 Shop	55.59	
		June WTP Energ		May2-june2 WTP Lift Energy	176.20	
		Fire H Ener Jun		Fire Hall Energy June2-July 4	45.76	
		Lib Ener June		Library Energy June2-July 4	45.76	
		376800392289		LFT PWR June5-July7	131.58	
		353700478874		Pump Jack PWR Jun7-Jul7	52.15	
		300900635716		N LFT PWR Jun5-Jul7	818.70	
		152400822452		Therap pk Pwr Jun7-July7	24.36	
		139200815578		Lib PWR June5-July7	296.98	
		159000809946		WTP PWR June7-July7	1,233.77	
		165600797839		Steet Lites PWR June7-Jul7	1,779.41	
		208500746089		Shop PWR June7-Jul7	116.79	
		208500746095		Fire Hall PWR June7-Jul7	154.94	
		294300640601		GBG Dump PWR June7-July7	47.84	
		LFT Mob July8		LFT Mob Jul8-Aug8	56.62	5,036.45
OB 2023-31	07/26/2023	SaskTel CMR				
		SKT Deb Jul		SK Tel Debit m/c July25-Aug24	148.73	
		SK T WTP Jul		SK T WTP July 25-Aug24	212.79	
		SK Tel Fire Jul		SK Tel Fire Hall July 25- Aug24	113.37	
		SK T Office Jul		SK Tel Office Phones July25-Aug2	413.57	888.46
OB 2023-32	07/31/2023	SaskTel CMR				
		SK T Fax Jul		2023 May Fax Line	166.09	166.09
OB 2023-33	07/25/2023	Affinity Credit Card				
		May 7, 2023		Water Samples, ISC, Meals	882.73	
		June 7, 2023		Water Samples, ISC, Office	1,972.10	2,854.83
OB 2023-34	07/25/2023	Land Solutions Inc				
		June 2023		Office Rent June	1,750.00	
		July 2023		Office Rent July	1,750.00	3,500.00
OB 2023-35	08/04/2023	Land Solutions Inc				
		Aug 2023		Office Rent Aug	1,750.00	1,750.00
OB 2023-36	08/04/2023	SaskPower/Energy				
		July WTP Ene		WTP Lift Energy June2-July4	143.90	143.90
					Total Online Banking:	14,339.73

Total GEN: 133,794.14






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Certified Correct This 9th day of August, 2023

Adding on the Paymate Batches: Payroll July 31 B193 \$7,742.41  
Indemnity Batches 194 april \$1,800; 195 May \$2,250.00; 196 \$2,100.00  
for a total of \$13,892.41

Mayor



Administrator



196 AP

### Deposit Register

Pay group : **CONC (Council)**

Pay period : **06 (01Jun2023 to 30Jun2023)**

Cheque date : **12Jul2023**

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Institute / Transit / Account	Amount
00000016	12Jul2023	009	Ferguson, Dustin	COUNCIL		150.00
00000017	12Jul2023	010	Fichter, Glen	COUNCIL		450.00
00000015	12Jul2023	008	Fleck, Randy	COUNCIL		300.00
00000018	12Jul2023	011	Freedden, Duane	COUNCIL		150.00
00000014	12Jul2023	007	Jones, John	MAYOR		300.00
00000019	12Jul2023	012	Runge, Daryle	COUNCIL		300.00
00000020	12Jul2023	013	Saxon, Ryan	COUNCIL		450.00

**Pay Group Totals :**

Number of Deposits: 7

Total Amount of Deposits: 2100.00

195AP

**Deposit Register**

Pay group : **CONC (Council)**

Pay period : **05 (01May2023 to 31May2023)**

Cheque date : **31Jul2023**

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Institute / Transit / Account	Amount
00000009	31Jul2023	009	Ferguson, Dustin	COUNCIL		300.00
00000010	31Jul2023	010	Fichter, Glen	COUNCIL		600.00
00000008	31Jul2023	008	Fleck, Randy	COUNCIL		300.00
00000011	31Jul2023	011	Freeden, Duane	COUNCIL		450.00
00000007	31Jul2023	007	Jones, John	MAYOR		150.00
00000012	31Jul2023	012	Runge, Daryle	COUNCIL		300.00
00000013	31Jul2023	013	Saxon, Ryan	COUNCIL		150.00

**Pay Group Totals :**

Number of Deposits: 7  
Total Amount of Deposits: 2250.00

### Deposit Register

Pay group : **CONC (Council)**

Pay period : **04 (01Apr2023 to 30Apr2023)**

Cheque date : **31Jul2023**

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Institute / Transit / Account	Amount
00000003	31Jul2023	010	Fichter, Glen	COUNCIL		450.00
00000002	31Jul2023	008	Fleck, Randy	COUNCIL		300.00
00000004	31Jul2023	011	Freedden, Duane	COUNCIL		300.00
00000001	31Jul2023	007	Jones, John	MAYOR		150.00
00000005	31Jul2023	012	Runge, Daryle	COUNCIL		150.00
00000006	31Jul2023	013	Saxon, Ryan	COUNCIL		450.00

**Pay Group Totals :**

Number of Deposits: 6  
Total Amount of Deposits: 1800.00

### Deposit Register

Pay group : **EMP (Employees)**

Pay period : **14 (16Jul2023 to 31Jul2023)**

Cheque date : **28Jul2023**

Voucher No.	Pay Date	Emp. No.	Employee Name	Dept. No.	Institute / Transit / Account	Amount
00000075	28Jul2023	015	Johnson, Tobin	PUBWRK		1066.33
00000071	28Jul2023	003	Kochie, Richard	PUBWRK		1463.89
00000072	28Jul2023	004	Parry, Steven	PUBWRK		1857.32
00000073	28Jul2023	005	Schulties, Brenda	PUBWRK		1707.34
00000074	28Jul2023	014	Taillon, Ashlyn	REC		1647.53

**Pay Group Totals :**

Number of Deposits:5  
Total Amount of Deposits:7742.41

