



Town of Lampman
Meeting Minutes
Regular Meeting March 22, 2023 - 7:00 PM

1. **CALL TO ORDER**

Resolution No: 2023-03-1

Mayor Jay Jones called the meeting to order. The time being 7:00 p.m. The attendance being as follows:

Mayor Jay Jones
Councillor Dustin Ferguson
Councillor Glen Fichter
Councillor Randy Fleck – Via Telephone
Councillor Duane Freeden
Councillor Daryle Runge – Via Telephone
Councillor Ryan Saxon
Administrator April Olver - Absent
Assistant Administrator – Melissa Mackenzie

CARRIED

2. **CONFLICT OF INTEREST**

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

4. **DELEGATIONS/PUBLIC HEARINGS**

Kelly Storlie

- The files removed from the old office that were moldy
 - Files that have been exposed to black mold should be froze to stop the growth; all the files have been placed in locked storage
- Street cleaning and cleaning snow piles from corners
 - With the amount of snow received this year made it difficult on the placement of piles and the Town is working at getting these piles removed before the Spring runoff
- Town Hall Meeting
 - Once the 2022 Town of Lampman audit is complete the Town will be holding a Town Hall Meeting open to the public
- Financial Statement
 - Financial statements are provided to ratepayers after audits are complete
- Therapeutic Park
 - Provide ratepayers with a breakdown on costs as well as grants and donations received; this project is still not completed (trees, signs from donations, paving of the parking lot)

Brittany Sutherland

- Attached Letter of Discussion

5. **MINUTES**

- 5.1 **September 27, 2022 Lampman Recreation Board Special Meeting Minutes**
Resolution No: 2023-03-5.1
Moved By: Randy
That the meeting minutes of the September 27, 2022, Lampman Recreation Board Special Meeting be approved as circulated. **CARRIED**
- 5.2 **October 11, 2022 Lampman Recreation Board Regular Meeting Minutes**
Resolution No: 2023-03-5.2
Moved By: Randy
That the meeting minutes of the October 11, 2022, Lampman Recreation Board Regular Meeting be approved as circulated. **CARRIED**
- 5.3 **November 10, 2022 Lampman Recreation Board Regular Meeting Minutes**
Resolution No: 2023-03-5.3
Moved By: Randy
That the meeting minutes of the November 10, 2022, Lampman Recreation Board Regular Meeting be approved as circulated. **CARRIED**
- 5.4 **November 23, 2022 Lampman Recreation Board Special Meeting Minutes**
Resolution No: 2023-03-5.4
Moved By: Randy
That the meeting minutes of the November 23, 2022, Lampman Recreation Board Special Meeting be approved as circulated. **CARRIED**
- 5.5 **December 19, 2022 Lampman Recreation Board Regular Meeting Minutes**
Resolution No: 2023-03-5.5
Moved By: Randy
That the meeting minutes of the December 19, 2023 Lampman Recreation Board Regular Meeting be approved as circulated. **CARRIED**
- 5.6 **January 24, 2023 Lampman Recreation Board Regular Meeting Minutes**
Resolution No: 2023-03-5.6
Moved By: Randy
That the meeting minutes of the January 24, 2023 Lampman Recreation Board Regular Meeting be approved as circulated. **CARRIED**
- 5.7 **February 14, 2023 Lampman Recreation Board Regular Meeting Minutes**
Resolution No: 2023-03-5.7
Moved By: Randy
That the meeting minutes of the February 14, 2023 Lampman Recreation Board Regular Meeting be approved as circulated. **CARRIED**
- 5.8 **February 15, 2023 Town of Lampman Regular Meeting Minutes**
Resolution No: 2023-03-5.8
Moved By: Randy
That the meeting minutes of the February 15, 2023 Town of Lampman Regular Meeting be approved as circulated. **CARRIED**



6. **BANK RECONCILIATION**

6.1 **February 2023 Bank Reconciliation**

Resolution No: 2023-03-6.1

Moved By: Dustin

That the February 2023 Bank Reconciliation be approved as circulated.

CARRIED

7. **CASH STATEMENT**

7.1 **BALANCE SHEET**

Resolution No: 2023-03-7.1

Moved By: Daryl

That the February 2023 Balance Sheet be approved as circulated.

CARRIED

7.2 **COMPARATIVE BALANCE SHEET**

Resolution No: 2023-03-7.2

Moved By: Daryl

That the Comparative Balance for the month of February 2023 be approved as circulated.

CARRIED

7.3 **COMPARATIVE INCOME STATEMENT**

Resolution No: 2023-03-7.3

Moved By: Daryl

That the Comparative Income Statement for the month of February 2023 be approved as circulated.

CARRIED

7.4 **CHEQUE LIST APPROVAL**

Resolution No: 2023-03-7.4

Moved By: Glen

That the accounts covered by cheque no.'s 14867 to 14906 in the amount of \$294,807.79; and the electronic funds transfer no.'s VP455 to VP477 in the amount of \$30,508.48; and the direct payroll payments no's DD1108 to DD1130 for \$23,247.63 be approved for payment.

CARRIED

8. **ACCOUNTS**

9. **COMMITTEE MEETINGS/INFORMATION/REPORTS**

9.1 **St. John the Baptist Roman Catholic Church – SJB Fundraising Committee – “Helping Hands”**

Resolution No: 2023-03-9.1

Moved By: Duane

That the Town of Lampman addresses the invitation but does not have it within the budget to make any type of donations at this time; council members have been encouraged to make personal donations.

CARRIED

9.2 **RCMP Combined Traffic Services Saskatchewan (CTSS)**

Resolution No: 2023-03-9.2

Moved By: Randy

That the RCMP Combined Traffic Services Saskatchewan (CTSS) March 2023 Report be approved as circulated.

CARRIED

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

11. **UNFINISHED BUSINESS**

11.1 **Grant Sinkewicz Lampman Waste Disposal Agreement**

Resolution No: 2023-03-11.1

Moved By: Dustin

That the Town of Lampman drafts an agreement with Grant Sinkewicz to oversee the Lampman Waste Disposal starting Saturday, March 29, 2023, at a rate of \$19.00/Hour.

CARRIED

12. **NEW BUSINESS**

12.1 **Draft Joint Meeting Agenda Received February 21, 2023**

Resolution No: 2023-03-12.1

Moved By: Glen

That the Town of Lampman acknowledge the draft Joint Meeting Agenda that was received February 21, 2023.

CARRIED

12.2 **Town of Lampman Letter of Response Dated February 21, 2023**

Resolution No: 2023-03-12.2

Moved By: Ryan

That the Town of Lampman acknowledges the letter of response to the RM of Browning No.34 dated February 21, 2023.

CARRIED

12.3 **RM of Browning No. 34 Letter Dated February 22, 2023**

Resolution No: 2023-03-12.3

Moved By: Jay

That the Town of Lampman acknowledges the letter from the RM of Browning No. 34 dated February 22, 2023.

CARRIED

12.4 **RM of Browning No. 34 Letter Dated March 13, 2023**

Resolution No: 2023-03-12.4

Moved By: Dustin

That the Town of Lampman acknowledges the letter from the RM of Browning No. 34 dated March 13, 2023.

CARRIED

12.5 **Town of Lampman Letter of Response Dated March 13, 2023**

Resolution No: 2023-03-12.5

Moved By: Glen

That the Town of Lampman acknowledges the letter of response to the RM of Browning No.34 dated March 13, 2023.

CARRIED

12.6 **RM of Browning and Town of Lampman Recreation Board – Invoice#36**

Resolution No: 2023-03-12.6

Moved By: Daryl

That the Town of Lampman table deficit invoice #36 for thirty-thousand dollars (\$30,000) to provide council sufficient time to review supporting documentation before giving approval for payment.

CARRIED

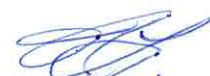
12.7 **Jordan Fleck March 12, 2023 Email Complaint**

Resolution No: 2023-03-12.7

Moved By:

That the Town of Lampman acknowledge the email complaint received from Jordan Fleck on March 12, 2023, and file for future reference.

CARRIED



12.8 Wheelchair Ramp and Railing for Stairs for Front Doors of New Office

Resolution No: 2023-03-12.8

Moved By: Dustin

That the Town of Lampman collect three quotes from Acadia, Grant Sinkewiz and Dexico for both wood and steel railings for the stairs to the North access of the Town office.

CARRIED

12.9 Town of Lampman Foreman Posting

Resolution No: 2023-03-12.9

Moved By: Ryan

That the Town of Lampman advertise in the Mercury, Observer and on SaskJobs for a one-month period for a Town Foreman position.

CARRIED

12.10 New Back Tires for Town of Lampman Backhoe

Resolution No: 2023-03-12.10

Moved By: Duane

That the Town of Lampman collect three quotes for new back tires for the Town of Lampman backhoe.

CARRIED

12.11 SUMAssure Certificate of Insurance

Resolution No: 2023-03-12.11

Moved By: Duane

That the Town of Lampman accept the SUMAssure Certificate of Insurance as circulated and will be filed for future reference.

CARRIED

12.12 DMS Quote for Lexmark MFP Color Laser Printer

Resolution No: 2023-03-12.12

Moved By: Jay

That the Town of Lampman look at additional rental printer options.

CARRIED

12.13 Network Security Cameras for New Town of Lampman Office

Resolution No: 2023-03-12.13

Moved By: Ryan

That the Town of Lampman contact DMS for quotes on network security cameras.

CARRIED

12.14 Tax Discounts on 2023 Property Taxes

Resolution No: 2023-03-12.14

Moved By: Duane

That the Town of Lampman table tax discounts on 2023 property taxes and review with the annual budget.

CARRIED

12.15 Revise Payroll Policy

Resolution No: 2023-03-12.15

Moved By: Ryan

That the Town of Lampman draft an amended payroll policy to change pay periods from semi-monthly to bi-weekly.

CARRIED

12.16 Cleanup of Brush at Lampman Waste Disposal

Resolution No: 2023-03-12.16

Moved By: Duane

That the Town of Lampman apply for a controlled burn permit to remove the brush from the Town of Lampman Waste Disposal; contact Grant Palmer for the proper permitting/protocols.

CARRIED

13. **FOREMAN'S REPORT**

13.1 **Water Treatment Plant Records**

Resolution No: 2023-03-13.1

Moved By: Duane

That the Water Treatment Plant records for the month of February 2023 be approved as circulated.

CARRIED

13.2 **Complaint from the Lampman Health Centre**

Resolution No: 2023-03-13.2

Moved By: Glen

That the Town of Lampman review the complaint for the Lampman Health Centre on February 7, 2023 and be approved as circulated.

CARRIED

13.3 **Incident Report March 8, 2023 – Slip and Fall**

Resolution No: 2023-03-13.3

Moved By: Dustin

That the Town of Lampman reviewed the slip and fall incident that occurred on March 8, 2023, and be approved as circulated.

CARRIED

14. **NEXT MEETING**

Resolution No: 2023-03-14

Moved By: Dustin

That the next meeting of Council be held on April 12, 2023, at 7:00 p.m.

CARRIED

15. **ADJOURNMENT**

Resolution No: 2023-03-15

Moved By: Jay

That this meeting now be adjourned. The time being 8:53 p.m.

CARRIED

Administrator



Mayor