



**Town of Lampman**  
**Meeting Minutes**  
**Regular Meeting January 11, 2023 - 7:00 PM**

1. **CALL TO ORDER**

**Resolution No:** 2023-01-1

Mayor Jay Jones called the meeting to order. The time being 6:53 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

Councillor Ryan Saxon

Administrator April Olver

Assistant Administrator – Melissa Mackenzie - Absent

**CARRIED**

2. **CONFLICT OF INTEREST**

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

3.1 **Temporary Rental Space**

**Resolution No:** 2023-01-3.1

**Moved By:** Dustin

That the Town of Lampman inquire rental spaces available in the Town of Lampman on a temporary basis due to the health and safety of the employees with the black mold found in the current office.

**CARRIED**

4. **DELEGATIONS/PUBLIC HEARINGS**

5. **MINUTES**

5.1 **November 21, 2022 Town of Lampman Special Meeting Minutes**

**Resolution No:** 2023-01-5.1

**Moved By:** Glen

That the meeting minutes of the November 21, 2022, Town of Lampman Special Meeting be approved as circulated.

**CARRIED**

5.2 **December 21, 2022 Town of Lampman Regular Meeting Minutes**

**Resolution No:** 2023-01-5.2

**Moved By:** Dustin

That the meeting minutes of the December 21, 2022, Town of Lampman Regular Meeting be approved as circulated.

**CARRIED**

*59* <sup>AD</sup>

5.3 **January 3, 2023 Lampman Fire and Rescue**

**Resolution No:** 2023-01-5.3

**Moved By:** Duane

That the minutes of the January 3, 2023, Lampman Fire and Rescue Regular meeting be approved as circulated.

**CARRIED**

6. **BANK RECONCILIATION**

6.1 **NOVEMBER BANK RECONCILIATION**

**Resolution No:** 2023-01-6.1

**Moved By:** Daryl

That the November 2022 Bank Reconciliation be approved as circulated.

**CARRIED**

6.2 **DECEMBER BANK RECONCILIATION**

**Resolution No:** 2023-01-6.2

**Moved By:** Dustin

That the December 2022 Bank Reconciliation be approved as circulated.

**CARRIED**

7. **CASH STATEMENT**

7.1 **BALANCE SHEET**

**Resolution No:** 2023-01-7.1

**Moved By:** Dustin

That the December 2022 Balance Sheet be approved as circulated.

**CARRIED**

7.2 **COMPARATIVE BALANCE SHEET**

**Resolution No:** 2023-01-7.2

**Moved By:** Glen

That the Comparative Balance for the month of December 2022 be approved as circulated.

**CARRIED**

7.3 **COMPARATIVE INCOME STATEMENT**

**Resolution No:** 2023-01-7.3

**Moved By:** Dustin

That the Comparative Income Statement for the month of December 2022 be approved as circulated.

**CARRIED**

7.4 **ACCOUNT RECONCILIATION SUMMARY REPORT**

**Resolution No:** 2023-01-7.4

**Moved By:** Ryan

That the Account Reconciliation Summary Report for the month of December 2022 be approved as presented.

**CARRIED**

7.5 **ACCOUNTS**

**Resolution No:** 2023-01-7.5

**Moved By:** Ryan

That the accounts covered by cheque no.'s 14775 to 14812 in the amount of \$41,862.90; and the electronic funds transfer no.'s VP376 to VP420 in the amount of \$36,175.38; and the direct payroll payments no's DD1084 to DD1089 for the amount of \$19,041.08 be approved for payment.

**CARRIED**

55 AD

8. COMMITTEE MEETINGS/INFORMATION/REPORTS

8.1 **Professional Building Inspections, INC. – Certificate of Appointment**

**Resolution No:** 2023-01-8.1

**Moved By:** Daryl

That the Town of Lampman hereby authorized to issue Certificates of Appointment for the below listed Licensed Building Officials.

<b>Douglas Mulhall</b>	Class 3 Licensed Building Official, Saskatchewan	BOL001
<b>Virginia Shepley</b>	Class 3 Licensed Building Official, Saskatchewan	BOL517
<b>Bobby Baker</b>	R-Class 3 Licensed Building Official, Saskatchewan	BOL552/701
<b>Amanda Kaufmann</b>	Class 2 Licensed Building Official, Saskatchewan	BOL405
<b>William Hudema</b>	R-Class 2 Licensed Building Official, Saskatchewan	BOL299/528
<b>Walter Schroeder</b>	R-Class 2 Licensed Building Official, Saskatchewan	BOL488/669
<b>David Kindred</b>	Class 1 Licensed Building Official, Saskatchewan	BOL514
<b>Dustin Masuk</b>	Class 1 Licensed Building Official, Saskatchewan	BOL667
<b>Joshua Nitz</b>	T-Class 1 Licensed Building Official, Saskatchewan	BOL775

**CARRIED**

9. UNFINISHED BUSINESS

10. NEW BUSINESS

10.1 **Letter from RM of Browning – Dated December 9, 2022**

**Resolution No:** 2023-01-10.1

**Moved By:** Dustin

That the Town of Lampman request a joint meeting with the R.M. of Browning No.34 for Monday, January 16, 2023 at the Town of Lampman office at 7:00pm in response to joint services, black mold in the town office, janitorial services and confidential HR matters.

**CARRIED**

10.2 **Aryn Neumier – January 9, 2023 Complaint**

**Resolution No:** 2023-01-10.2

**Moved By:** Ryan

That the Town of Lampman creates a workorder to have snow fence put up on the North-East end of 2<sup>nd</sup> Avenue East.

**CARRIED**

10.3 **Janice Bernier – January 10, 2023 Complaint**

**Resolution No:** 2023-01-10.3

**Moved By:** Ryan

That the Town of Lampman creates a workorder to get snow removal done as soon as the bidirectional is repaired and have the streets widened and intersections cleared.

**CARRIED**

10.4 **Les Dube – January 10, 2023 Complaint**

**Resolution No:** 2023-01-10.4

**Moved By:** Ryan

That the Town of Lampman creates a workorder to get snow removal done as soon as the bidirectional is repaired and have the streets widened and intersections cleared.

**CARRIED**

10.5 **Employee Safety Training**

**Resolution No:** 2023-01-10.5

**Moved By:** Dustin

That the Town of Lampman uses local business for employee training; any training not provided by a local company can be sourced out to other providing what is required.

**CARRIED**

10.6 **Town of Lampman and RM of Browning No. 34 Recreation Board – Invoice Thirty-three (#33)**

**Resolution No:** 2023-01-10.6

**Moved By:** Ryan

That the Town of Lampman table Invoice thirty-three (#33) to discuss after the Recreation Board meeting.

**CARRIED**

10.7 **RM of Browning Letter Dated January 4, 2023**

**Resolution No:** 2023-01-10.7

**Moved By:** Duane

That the Town of Lampman reviewed the RM of Browning letter dated January 4, 2023, outlining the date changes and the letter be accepted as presented.

**CARRIED**

10.8 **Municipal Revenue Sharing**

**Resolution No:** 2023-01-10.8

**Moved By:** Daryle

That the Council of the Town of Lampman confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant.

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we understand if any requirements are not met, our Municipal Revenue Sharing grant may be withheld until all requirements are met; and

That we authorize April Olver to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

**CARRIED**

11. **FOREMAN'S REPORT**

11.1 **Water Treatment Plant Records**

**Resolution No:** 2023-01-11.1

**Moved By:** Randy

That the Water Treatment Plant records for the month of December 2022 be acknowledged and filed for future reference and signed by the mayor.

**CARRIED**

11.2 **Incident Report – December 30, 2022**

**Resolution No:** 2023-01-11.2

**Moved By:** Randy

That the Town of Lampman complete the investigation on the incident dated December 30, 2022, involving a recreation employee.

**CARRIED**

11.3 **Town Truck Repairs**

**Resolution No:** 2023-01-11.3

**Moved By:** Ryan

That the Town of Lampman use both TML and High Performance equally for maintenance and repairs on town trucks.

**CARRIED**



12. **NEXT MEETING**

**Resolution No:** 2023-01-12

**Moved By:** Dustin

That the next meeting of Council be held on February 8, 2023, at 7:00 p.m.

**CARRIED**

13. **ADJOURNMENT**

**Resolution No:** 2023-01-13

**Moved By:** Jay

That this meeting now be adjourned. The time being 9:15 p.m.

**CARRIED**

  
\_\_\_\_\_  
Administrator



  
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Mayor

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