



Town of Lampman
Meeting Minutes
Regular Meeting October 12, 2022 - 7:00 PM

1. **CALL TO ORDER**

Resolution No: 2022-10-1

Mayor Jay Jones called the meeting to order. The time being 6:58 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 – absent
Councillor Ryan Saxon
Administrator April Olver
Assistant Administrator – Melissa Mackenzie – absent

CARRIED

2. **CONFLICT OF INTEREST**

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

4. **MINUTES**

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

Resolution No: 2022-10-4.1

Moved By: Glen

That the minutes of the September 14, 2022 meeting of Council be approved as circulated.

CARRIED

5. **BANK RECONCILIATION**

Resolution No: 2022-10-5

Moved By: Duane

That the September 2022 bank reconciliation for the Town of Lampman be hereby approved as presented.

CARRIED

6. **BALANCE SHEET**

Resolution No: 2022-10-6

Moved By: Glen

That the September 2022 bank reconciliation for the Town of Lampman be hereby approved as presented.

CARRIED

5/10

7. **COMPARATIVE BALANCE SHEET**

Resolution No: 2022-10-7

Moved By: Randy

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

CARRIED

8. **COMPARATIVE INCOME STATEMENT**

Resolution No: 2022-10-8

Moved By: Dustin

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

CARRIED

9. **ACCOUNTS**

Resolution No: 2022-10-9

Moved By: Jay

Laptop not compatible with excel, could not open report, Jay approved hard copy

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 VP306 in the amount of \$25,658.84; and the direct payroll payments no's VP307 to VP331 for the amount of \$5,167.02 be approved for payment.

CARRIED

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

10.1.1 **Les Dube – Landfill/Weigh Station Resignation**

Resolution No: 2022-10-10.1.1

Moved By: Randy

That Les Dube's Letter of Resignation dated September 30, 2022, be hereby approved as presented.

CARRIED

10.1.2 **Landfill/Weigh Station Job Posting**

Resolution No: 2022-10-10.1.2

Moved By: Dustin

That a job advertisement be posted for the landfill position for two weeks in the Estevan Mercury and Carlyle Observer; and tabled for the November 2022 meeting.

CARRIED

10.1.3 **Grant Thornton Retirement**

Resolution No: 2022-10-10.1.3

Moved By: Jay

That the 2021 Audited financial Statements, 2021 Audited Trail Balance from the previous auditor, 2021 Audited Adjusting Entries, 2022 Budget, any consolidated entities with the Town and any "special/unique" items in the town that should be noted be sent to Sensus Chartered Professionals Accountants Ltd. to provide a quote for auditing services.

CARRIED

10.1.4 **SUMAssure**

Resolution No: 2022-10-10.1.4

Moved By: Randy

That the Therapeutic Park be added to the SUMAssure Insurance Policy for The Town of Lampman.

CARRIED

5/10/

10.1.5 **Robert Wanner Application for Property Tax Reduction**

Resolution No: 2022-10-10.1.5

Moved By: Duane

That a letter be sent to Mr. Wanner explaining that the application for property tax reduction submitted August 9, 2022 was denied as presented as well as explaining the proper tax appeal process.

CARRIED

10.1.6 **Tax Interest Abatement**

Resolution No: 2022-10-10.1.6

Moved By: Dustin

That agreements and a motion for tax interest abatement be tabled until 2023.

CARRIED

10.1.7 **Administration Reports**

Resolution No: 2022-10-10.1.7

Moved By: Randy

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

CARRIED

10.1.8 **Library Facility Report**

Resolution No: 2022-10-10.1.8

Moved By: Randy

That the Facility Report for the library be acknowledged as presented and filed for future reference of council and Administration. A workorder to be created to backfill around the library with clay.

CARRIED

10.1.9 **Committee Meetings**

Resolution No: 2022-10-10.1.9

Moved By: Dustin

That the Recreation Board Regular Meeting Tuesday, September 13, 2022, meeting minutes, information and reports presented to this meeting now be filed for future reference of Council and Administration.

CARRIED

10.1.10 **Committee Meetings**

Resolution No: 2022-10-10.1.10

Moved By: Duane

That the Recreation Board Special Meeting Tuesday, September 27, 2022, meeting minutes, information and reports presented to this meeting now be filed for future reference of Council and Administration.

CARRIED

10.1.11 **Committee Meetings**

Resolution No: 2022-10-10.1.11

Moved By: Dustin

That the Town of Lampman go in camera to discuss HR matters.

CARRIED

11. **UNFINISHED BUSINESS**

12. **NEW BUSINESS**



12.1 **Recreation Employee Wage**

Resolution No: 2022-10-12.1

Moved By: Ryan

That council of the Town of Lampman agrees to a three percent (3%) wage increase to Steve Massel's wage, with a wage freeze to December 31, 2023. Steve will be given temporary access to the 2004 F150 License Plate 846 ECK (grey); until the RM and Town can put forward a permanent solution. The truck is to be used on a on call basis only, is not to be parked in Steve's garage and will be left at the town shop on days off or when not on call for other employees to utilize.

CARRIED

12.1.2 **Town/Recreation Use of Personal Vehicle**

Resolution No: 2022-10-12.1.2

Moved By: Randy

That compensation to Brenda Schulties use of her personal vehicle is tabled until November 2022; after the Town and RM find a permanent solution for Steve Massel.

CARRIED

12.1.3 **Town Junior Foreman**

Resolution No: 2022-10-12.1.3

Moved By: Dustin

That Steve Parry is labelled as a junior foreman and give a two dollar an hour (\$2/HR) wage increase to twenty-four dollars an hour (\$24/HR). Will renegotiate providing his work ethic and completion of his progression plan.

CARRIED

12.1.4 **Safety Training**

Resolution No: 2022-10-12.1.4

Moved By: Dustin

That required safety training, cost and having a contract signed after safety training is provided be tabled.

CARRIED

12.1.5 **Wage and Progression Plan**

Resolution No: 2022-10-12.1.5

Moved By: Dustin

That Brenda Schulties wage and progression plan be tabled.

CARRIED

12.1.6 **Welcome Wagon**

Resolution No: 2022-10-12.1.6

Moved By: Dustin

That Mary-Ann Veroba is brought in as a delegate to present her ideas for a Lampman Welcome Wagon.

CARRIED

12.1.7 **Community Service**

Resolution No: 2022-10-12.1.7

Moved By: Jay

That Matt Grimes is given 30 hours of unsupervised community service.

CARRIED

12.1.8 **R.M. of Browning**

Resolution No: 2022-10-12.1.8

Moved By: Randy

That it is tabled until copies of invoices #3410 and #3494 can be presented to council for review.

CARRIED

5/10/

12.1.9 **MEEP Grant**

Resolution No: 2022-10-12.1.9

Moved By: Jay

That it is tabled until copies of invoices can be located and properly reported.

CARRIED

12.1.10 **Unclaimed Property Bylaw**

Resolution No: 2022-10-12.1.10

Moved By: Glen

That the Town of Lampman develop an unclaimed property bylaw to have abandon vehicles removed and put up for bid.

CARRIED

12.1.11 **Discounted Lots**

Resolution No: 2022-10-12.1.11

Moved By: Randy

That the Town of Lampman reduce the price of their empty lots and advertise them at five thousand dollars (\$5,000).

CARRIED

12.1.12 **Mokelky House**

Resolution No: 2022-10-12.1.12

Moved By: Dustin

That the Mokelky house that burnt down be tabled until instruction is given from the Lampman Fire Department to proceed with cleanup.

CARRIED

13. **FOREMAN'S REPORT**

13.1 **Water Treatment Plant Records**

Resolution No: 2022-10-13.1

Moved By: Jay

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

CARRIED

13.1.2 **Lagoon Inspection**

Resolution No: 2022-10-13.1.2

Moved By: Randy

That the Lagoon Inspection completed by the Water Security Agency on September 20, 2022 for the Town of Lampman be hereby approved as presented. TNT will be contacted to cut the grass surrounding the Lagoon.

CARRIED

13.1.3 **Todd Thompson Agreement**

Resolution No: 2022-10-13.1.3

Moved By: Ryan

That Todd Thompson Agreement with the Town of Lampman be hereby approved as presented.

CARRIED

14. **NEXT MEETING**

Resolution No: 2022-14

Moved By: Randy

That the next meeting of Council be held on November 9, 2022 at 7:00 p.m. Randy will be attending via ZOOM.

CARRIED

5/10/22


15. **ADJOURNMENT**

Resolution No: 2022-15

Moved By: Jay

That this meeting now be adjourned. The time being 9:54 p.m.

CARRIED



Administrator



Mayor

5/1/20

List of Cheques for Council Approval
Minutes: November 9, 2022
November 9, 2022

Cheque #	Paid To	In Payment Of	Amount
14674	R.M and Town Rec Board	ICIP and After Harvest Donations	\$191,833.00
14675	Fichter, Glen	October 2022 Indemnity	\$511.70
14676	Freeden, Duane	October 2022 Indemnity	\$225.00
14677	Steve Parry	Missed Overtime Hourse (13.5 Hours)	\$480.41
14678	RM of Browning	Roll:12576 RM Tax Payment to Town	\$2,435.47
14679	Town of Lampman	Final Employe Deduction Pay Outs	\$2,140.00
14680	Fergasun, Dustin	October 2022 Indemnity	\$653.15
14681	Fergasun, Dustin	August 2022 Indemnity (Replace Void Chq)	\$440.97
14682	Fleck, Randy	October 2022 Indemnity	\$150.00
14683	Jones, Jay	October 2022 Indemnity	\$582.42
14684	Runge, Daryle	October 2022 Indemnity	\$150.00
14685	Saxon, Ryan	October 2022 Indemnity	\$299.52
14686	Carson Safety Services Ltd.	PS - Fire - Turnout Gear	\$151.20
14687	ClearTech	Sewer - Maintenance - Chemicals	\$3,415.73
14688	Davis Store & Abattoir Ltd	Food Bank	\$514.66
14689	Ebourassa & Sons	TS - Material - Small Tool/Equip.	\$82.52
14690	Fornwald, Barb	GG - Maintenance - Janitor	\$354.60
14691	Four Season Rental	TS - Maint/Supplies - Machinery	\$163.40
14692	G Johnston Bookkeeping	GG - Contract Admin	\$2,636.25
14693	Gerry's Store	GG - Maintenance - Janitor	\$787.57
14694	GFL Environmental Inc.	EH - Contracted - Waste Disposal	\$7,790.72
14695	Girard Bulk Service Ltd.	TS - Maintenance - Fuel/Oil	\$397.88
14696	Jay's Transport Group	Water - Maintenance - Chemicals	\$890.23
14697	Kendall's Supply Ltd	TS - Material - Shop Supplies	\$295.63
14698	Lampman Service Station	Fuel/Oil - Town and Fire	\$1,667.72
14699	Mack, Krista	GG - Maintenance - Janitor - Library	\$169.36
14700	Moose Mountain Leisure LTD.	PS - Fire - Supplies	\$84.78
14701	Olver, April	Postage - Lagoon Samples	\$71.85
14702	Plumb, Kristen	Food Bank	\$185.46
14703	RedHead Equipment	TS - Maintenance - Machine Repairs	\$147.66
14704	Saskatchewan Health Authority	Water - Water Tests	\$310.75
14705	Saskatchewan Housing Authority	EH - Contracted - SK Housing Op Def	\$322.21
14706	Seibert, Derek	Water Deposits	\$70.00
14707	Small Iron Excavating & Landscaping Ltd	Water - Contracted - Water Main Repairs	\$2,883.78
14708	SUMA (Aug,Sept,Oct,Nov)	WCB&Dis. Ins./Health Expense	\$10,521.16
14709	Thompson, Todd	Water - Contracted - WTP Operator	\$1,000.00
14710	Tkachuk, Tamara	Landscape Design Therapeutic Park	\$2,217.77
14711	TML Auto Repair	TS - Maintenance - Machine Repairs	\$543.47
14712	Loughren, Rhonda	Food Bank	\$59.92
14713	Western Municipal Consulting	GG - Contracted - Assessment	\$210.00
14714	ZEE Medical Service Co.	TS - Material - Shop Supplies	\$347.26
14715	Border Cleaning Service	GG - Contracted - Property Maintenance	\$116.79
14716	Branch, Veronica	PS - Fire - Fire Hall - Janitor	\$118.62
			<u>\$238,430.59</u>

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Cheque # Paid To**In Payment of****Amount****List of Electronic Funds Transfers**

Date	Paid To	In Payment of	Amount
VP351	MEPP	Remittance October 1-15, 2022	\$2,359.96
VP348	MEPP	Remittance October 16-31, 2022	\$2,569.56
VP349	Receiver General	Remittance October 2022	\$9,526.88
VP350	Ministry of Finance - EPT	School Tax October 2022	\$6,105.07
VP352	MEPP	Sutherland Maternity Remittance	\$9,665.76
TOTAL:			\$30,227.23

List of Direct Deposits

DD No.	Paid To	In Payment of	Amount
VP353	SaskEnergy	October 2022 - Library	\$75.80
VP354	SaskEnergy	October 2022 - Fire Hall	\$45.76
VP355	SaskEnergy	October 2022 - Shop	\$62.16
VP356	SaskEnergy	October 2022 - Water Treatment Plant	\$336.86
VP357	SaskPower	October 2022 - 102 Lynn Street	\$72.17
VP358	SaskPower	October 2022 - Fire Hall	\$133.29
VP359	SaskPower	October 2022 - Library	\$418.63
VP360	SaskPower	October 2022 - Shop	\$84.34
VP361	SaskPower	October 2022 - Water Treatment Plant	\$875.53
VP362	SaskPower	October 2022 - Streetlights	\$1,761.29
VP363	SaskPower	October 2022 - New Lift Station	\$530.97
VP364	SaskPower	October 2022 - Outdoor Garbage Dump	\$43.31
VP365	SaskPower	October 2022 - 10 Railway Avenue	\$42.21
VP366	SaskPower	October 2022 - Stormwater Lift Station	\$97.16
VP367	SaskPower	October 2022 - Therapeutic Park	\$281.59
VP368	SaskTel	October 2022 - Mobility	\$135.16
VP369	SaskTel	October 2022 - Fire Hall	\$113.22
VP370	SaskTel	October 2022 - Water Treatment Plant	\$212.64
VP371	SaskTel	October 2022 - Town of Lampman	\$148.58
VP	MasterCard Collabria	November 2022 - MasterCard	\$2,000.00
TOTAL ELECTRONIC FUNDS			\$7,470.67

List of Direct Deposits

DD No.	Paid To	In Payment of	Amount
DD1055	Massel, Steven	Payroll October 1-15, 2022	\$1,390.00
DD1056	Schulties, Brenda	Payroll October 1-15, 2022	\$1,511.69
DD1057	Parry, Steven	Payroll October 1-15, 2022	\$1,502.99
DD1058	Sutherland, Brittany	Payroll October 1-15, 2022	\$1,447.35
DD1059	Olver, April	Payroll October 1-15, 2022	\$2,327.03
DD1060	Mackenzie, Melissa	Payroll October 1-15, 2022	\$1,179.23
DD1061	Olver, April	Payroll October 16-31, 2022	\$2,250.17
DD1062	Mackenzie, Melissa	Payroll October 16-31, 2022	\$1,293.29
DD1063	Massel, Steven	Payroll October 16-31, 2022	\$1,676.15
DD1064	Schulties, Brenda	Payroll October 16-31, 2022	\$1,679.22
DD1065	Parry, Steven	Payroll October 16-31, 2022	\$2,129.31
DD1066	Sutherland, Brittany	Payroll October 16-31, 2022	\$1,469.08
TOTAL DIRECT DEPOSITS			\$19,855.51



Administrator



Mayor