



MINUTES
TOWN OF LAMPMAN
Regular Meeting – June 26, 2024

1. **CALL TO ORDER**

Deputy Mayor Fleck called the meeting to order at 6:31 pm, the attendance being as follows:

Mayor – John Jones – by phone, later arrived @ 7:35 pm

Deputy Mayor – Randy Fleck

Councillor – Glen Fichter

Councillor – Duane Freeden

Councillor – Darryl Runge -absent

Councillor - Ryan Saxon – by phone

Administrator – Teresa Dyck

Assistant Administrator – Lee Ann Karcha

2. **CONFLICT OF INTEREST**

None Declared

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

1. After meeting cheques

2. List of 2023 Lands in Arrears

3. Letter of Offer to Purchase

4. Land Solutions lease amendment

4. **APPROVAL OF AMMENDED AGENDA**

Resolution 2024-06-4

Moved by: Saxon

That Council approve the amended agenda.

CARRIED

5. **MINUTES**

1. Regular Meeting Minutes May 15, 2024

Resolution 2024-06-5.1

Moved by: Fichter

That Council approve the Regular Meeting Minutes of May 15, 2024.

CARRIED

2. Special Meeting Minutes May 22, 2024

Resolution 2024-06-5.2

Moved by: Jones

That Council approve the Special Meeting Minutes of May 22, 2024.

CARRIED

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A G E N D A
TOWN OF LAMPMAN
Regular Meeting – June 26, 2024
Page 2

3. Special Meeting Minutes June 3, 2024

Resolution 2024-06-05.3

Moved by: Fleck

That Council approve the Special Meeting Minutes of June 3, 2024.

CARRIED

6. **BANK RECONCILIATION** Chequing, Savings, Foodbank

1. May 2024

Resolution: 2024-06-6

Moved by: Jones

That Council approve the Bank Reconciliation for May 2024: Chequing, Savings and Foodbank Accounts.

CARRIED

7. **FINANCIALS**

1. May 2024 – Affinity Bank Account

Resolution 2024-06-7.1

Moved by: Fichter

That council accept the Affinity Bank Statement for the month of May.

CARRIED

2. Financial Statement May 2024

Resolution: 2024-06-7

Moved by: Freeden

That Council accept the YTD Financial Statement ending May 31, 2024.

CARRIED

8. **LIST OF ACCOUNTS FOR APPROVAL**

1. June 19, 2024

Resolution: 2024-06-8.1

Moved by: Fleck

That Council approve the June 19, 2024 List of Accounts for Approval as: Cheques #542 - #583 in the amount of \$87,081.88, OB2024-110 – OB2024-134 in the amount of \$27,338.90, Food Bank 2024-026 to 2024-027 in the amount of \$934.86, and Paymate Batches May 1-31, in the amount of \$20,438.60, May Indemnity in the amount of \$1800.00 for a total of: \$137,594.24.

CARRIED

2. After Meeting Cheques

Resolution 2024-06-8.2

Move by: Freeden

That Council authorize the payment of after meeting cheques to: Faron Doud, Estevan Trophy and Engraving and Teresa Dyck in the amount of \$818.83.

CARRIED

9. **CORRESPONDENCE**

1. WTP Inspection June 4, 2024

Resolution 2024-06-9.1

Moved by: Freeden

That Council acknowledge the WTP inspection.

CARRIED



A G E N D A
TOWN OF LAMPMAN
Regular Meeting – June 26, 2024
Page 3

2. WTP Letter & Permit to Operate

Resolution 2024-06-9.2

Moved by: Jones

That Council authorize the Administrator to sign and return the WTP Draft Permit to Operate.

CARRIED

3. Access Communications Tower Replacement

Resolution 2024-06-9.3

Moved by: Freeden

That Council acknowledge the letter of intent from Access Communications to replace the current tower behind the library to a higher tower.

CARRIED

4. Delco Water Pilot Study

Resolution 2024-06-9.4

Moved by: Randy

That Council table the Delco Water Pilot Study until the next meeting to get feedback from WSA, Michael Kardash.

CARRIED

5. Well Cleaning and Rehab Quote 1 & 2

Resolution 2024-06-9.5

Moved by: Jones

That Council approve the Quote 1 to clean well 1 in the amount of \$21,389.97 plus tax and Quote 2 to clean well 2 in the amount of \$21,389.97 plus tax.

CARRIED

6. SK Elections Request for Ramps

Resolution 2024-06-9.6

Moved by: Jones

That Council authorize Saskatchewan Elections to place two - 2.5" ramps from the street to the sidewalk at 106 Main Street for October 22 to Oct 28, 2024.

CARRIED

7. Sewage Lift station rebuild

Resolution 224-06-9.7

Moved by: Fleck

That Council acknowledge the deficiencies in the Lift Station Close out report dated May 23, 2024 and authorize the Administrator to get a quote to remedy the partial blockage.

CARRIED

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

1. SETPC AGM Meeting Minutes Apr 23, 2024

Resolution 2024-06-10.1

Moved by: Saxon

That Council acknowledge the SETPC AGM Minutes April 23, 2024 as presented.

CARRIED

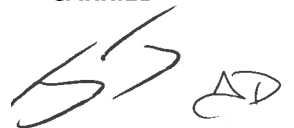
2. SE Regional Library AGM Apr 13, 2024

Resolution 2024-06-10.2

Moved by: Saxon

That Council acknowledge the SE Regional Library AGM Minutes April 13, 2024 as presented.

CARRIED

Handwritten signatures in black ink, including a large signature that appears to be 'Saxon' and a smaller signature to its right.

A G E N D A
TOWN OF LAMPMAN
Regular Meeting – June 26, 2024
Page 4

3. Mutual Aid May 7, 2024 – New Rate

Resolution 2024-06-10.3

Moved by: Freeden

That Council accept the new rate proposed for the Mutual Aid Agreement of \$750/hour for one truck, with up to four first responders.

CARRIED

11. **ADMINISTRATION REPORT**

Cenaiko Street and Dump Road

Resolution 2024-06-11.1

Moved by: Fichter

That Council authorize the administrator and foreman to have Cenaiko Street and the Landfill Road maintained and gravel as needed.

CARRIED

Fire and Rescue Department Fundraiser

Resolution 2024-06-11.2

Moved by: Freeden

That Council authorize the administrator to begin a fundraiser campaign for upgrades to the fire hall and repair to the pump on the older fire truck.

CARRIED

Land Roller Tender

Resolution 2024-06-11.3

Moved by: Saxon

That Council authorize the administrator to put out a request for tender for the town owned land roller.

CARRIED

Recreation Director Salary

Resolution 2024-06-11.4

Moved by: Fichter

That Council accept the proposed Recreation Director salary increase to \$47,000/ year retroactive as of January 1, 2024.

CARRIED

Contract Cleaning of the Fire Department

Resolution 2024-06-11.5

Moved by: Fichter

That Council transfer responsibility to the Fire Department to hire a contract cleaning person due to SHSA protocols and classified nature of documents and items.

CARRIED

Resolution 2024-06-11.6

Moved by: Freeden

That Council accept the Administration report as presented.

CARRIED

12. **UNFINISHED BUSINESS**

1. 2024 Budget

Resolution 2024-06-12.1

Moved by: Jones

That Council Approve the final budget as presented.

CARRIED



A G E N D A
TOWN OF LAMPMAN
Regular Meeting – June 26, 2024
Page 5

2. RM Fire department Proposal

Resolution 2024-06-12.2

Moved by: Fleck

That Council Approve the proposal for the Lampman Fire and Rescue Department to move to the shop on 102 Minard road, with the fire department portion of the operating expenses being 57% calculated on their utilized space, with the town and the RM splitting those costs.

CARRIED

13. **NEW BUSINESS**

1. Audited 2023 Financial Statements

Resolution 2024-06-13.1

Moved by: Freeden

That Council ratify the approval of the 2023 Draft Financial Statements from MNP as presented on June 5, 2024.

CARRIED

2. Time off Request

Resolution 2024-06-13.2

Moved by: Fleck

That Council approve the time off requests as follows:

Lee Ann – June 28 Holiday

Teresa Dyck- June 5 missed (daughter's convocation) Time in Lieu

July 4, 5 Time in Lieu

CARRIED

3. Cummins Maintenance Contract

Resolution 2024-06-13.3

Moved by: Fleck

That Council table the Cummins Maintenance contract to service the backup generators at the storm and sewer lift stations to the next meeting until more quotes can be gathered.

CARRIED

4. ROJO Quote for Dugout drainage

Resolution 2024-06-13.4

Moved by: Fichter

That Council approve the quote of \$8500 plus tax from ROJO Trucking Ltd. to preform landscaping at the end of the 5th Ave E drainage ditch dugout so that the water will run toward the drainage route out toward the storm lift station.

CARRIED

5. School Mill Rate

Resolution 2024-06-13.5

Moved by: Fleck

That Council acknowledge the 2024 School Mill Rate as follows:

Agricultural Property 1.42 mills

Residential Property 4.54 mills

Commercial and Industrial Property 6.86 mills

Resource Property 9.88 mills

CARRIED

Handwritten signature and initials, possibly 'SF' and 'AD', in the bottom right corner of the page.

A G E N D A
TOWN OF LAMPMAN
Regular Meeting – June 26, 2024
Page 6

6. Municipal Mill Rate

Resolution 2024-06-13.6

Moved by: Freeden

That Council approve the Municipal Mill Rate of 10.00 mills.

CARRIED

7. Base Tax Bylaw 2024-04

Resolution: 2024-06-13.7.1

Moved by: Fleck

That Bylaw 2024-04 Being a Bylaw for Base Tax, be introduced for the first time.

CARRIED

Resolution: 2024-06-13.7.2

Moved by: Fichter

That Bylaw 2024-04 Being a Bylaw for Base Tax, be read for the second time.

CARRIED

Resolution: 2024-06-13.7.3

Moved by: Freeden

That the third and final reading of Bylaw 2024-04 Being a Bylaw for Base Tax, be enacted at this meeting.

CARRIED UNANIMOUSLY

Resolution: 2024-04-13.7.4

Moved by: Jones

That Bylaw 2024-04 Being a Bylaw for Base Tax, be given the third and final reading at this meeting and now be adopted, signed, and sealed as a Bylaw of the Town of Lampman thus forming a part of these minutes.

CARRIED

8. Mill Rate Bylaw 2024-05

Resolution: 2024-06-13.8.1

Moved by: Fleck

That Bylaw 2024-05 Being a Bylaw for Mill Rate, be introduced for the first time.

CARRIED

Resolution: 2024-06-13.8.2

Moved by: Fichter

That Bylaw 2024-05 Being a Bylaw for Mill Rate, be read for the second time.

CARRIED

Resolution: 2024-06-13.8.3

Moved by: Freeden

That the third and final reading of Bylaw 2024-05 Being for Mill Rate, be enacted at this meeting.

CARRIED UNANIMOUSLY

Resolution: 2024-06-13.8.4

Moved by: Jones

That Bylaw 2024-05 Being a Bylaw for Mill Rate, be given the third and final reading at this meeting and now be adopted, signed, and sealed as a Bylaw of the Town of Lampman thus forming a part of these minutes.

CARRIED

9. Motion to Refund Meter Read Surcharges

Resolution 2024-06-13.9



A G E N D A
TOWN OF LAMPMAN
Regular Meeting – June 26, 2024
Page 7

Moved by: Fleck

That Council approve the refund of the Meter reading surcharges billed March 31, 2024 in the amount of \$2500.

CARRIED

10. PBI Building Official Appointment – Charles Fiss

Resolution 2024-06-13.10

Moved by: Freeden

That Council approve the appointment of the new PBI Building Official Charles Fiss.

CARRIED

11. Little Leapers Fence Permit

Resolution 2024-06-13.12

Moved by: Freeden

That Council approve donation of \$50 to the Little Leapers Daycare in lieu of the fence permit.

CARRIED

12. HR Discussions In Camera

Council went in camera to discuss human resources from 8:35pm to 8:55pm.

13. Advertising 2023 List of Lands in Arrears

Resolution 2024-06-13.13

Moved by: Fleck

That Council accept the 2023 list of lands in arrears as presented, and to exclude from the list of lands properties in which the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy. That TAXervice be authorized to handle the Tax Enforcement proceedings on behalf of the municipality.

CARRIED

14. Offer to Purchase or Lease

Resolution 2024-06-13.14

Moved by: Fichter

That Council table the offer to purchase lot 21 2 AG5479 until further information is gathered for the next meeting.

CARRIED

15. Land Solutions Lease Revision

Resolution 2024-06-13.15

Moved by: Freeden

That Council accept the lease revision from Land Solutions as below:

Clause 89 revised as follows:

The Tenant shall be responsible for routine maintenance and repair of items up to a single item value of \$100. The Tenant shall advise the Landlord in advance and in writing of maintenance and repair items with a single item value anticipated in excess of \$100 and the Landlord shall either:

- a. Authorize the Tenant to have the maintenance or repair completed with invoice to the Tenant for which the Landlord shall forthwith pay to the Tenant; or,
- b. Arrange and pay for the maintenance or repair using the Landlord's contractors.

Notwithstanding the foregoing, if the maintenance or repair is occasioned due to misuse or negligence on the part of the Tenant, the Tenant shall be responsible for all costs associated with such maintenance or repair.



A G E N D A
TOWN OF LAMPMAN
Regular Meeting – June 26, 2024
Page 8

Clause 95 as follows:

The Tenant will comply with standards of health, sanitation, fire, housing and safety as required by law.

CARRIED

14. **DELEGATIONS/PUBLIC HEARINGS**

15. **FOREMAN ITEMS TO DISCUSS**

1. Water Treatment Plant Records

Resolution 2024-06-15.1

Moved by: Fichter

That Council approve and sign the Water treatment Plant and Lagoon records for June as presented.

CARRIED

2. Foreman's Report

Resolution 2024-06-15.2

Moved by: Freeden

That Council accept the foreman's report as presented.

CARRIED

16. **NEXT MEETING**

Resolution 2024-06-16

Moved by: Jones

That the next meeting of Council be held on Tuesday July 16, 2024 6:30p.m.

CARRIED

17. **ADJOURN**

Resolution 2024-06-17

Moved by: Fleck

That this meeting now be adjourned at 9:06 p.m.

CARRIED



Mayor





Administrator



FORM 1 List of Lands in Arrears
(Section 3)

Name of Municipality Town of Lampman

PROVINCE OF SASKATCHEWAN

List of lands with arrears of taxes as of June 26, 2024

(Section 3(1) of *The Tax Enforcement Act.*)


DESCRIPTION OF PROPERTY

<i>Assessment Number</i>	<i>Lot</i>	<i>Block</i>	<i>Plan</i>	<i>Title Number</i>	<i>Total Arrears</i>
505000900	18	01	AG5479	154807487	\$2,103.35
	25	01	101319252	154807498	
505003150	15	3	AN2691	155367951	\$1,792.42
505004350	16	4	AN2691	141930075	\$3,304.92
505004550	20-22	4	AN2691	108379479, 108379491, 108379514	\$2,016.98
505004700	23	4	AN2691	137224223	\$4,105.79
505006450	8-9	6	C2663	140440878, 140440867	\$2,147.42
505008350	19	7	AF4698	153682252	\$2,074.21
505012950	02	15	78R60881	146013498	\$3,722.40
505014400	9-10	A	65R05601	154674861, 154675525	\$10,080.01
505015450	05	K	63R20055	139545681	\$2,737.70
505015550	07	K	65R20576	150588388	\$2,756.74
505021550	10	06	AH8550	130280228	\$1,736.90
505021850	16-17	06	AH8550	152046132, 152046165	\$2,775.24



Submitted to the head of the council

this 26th day of June, 2024



Treasurer

BYLAW NO. 2024-04

BASE MUNICIPAL TAX

A Bylaw to Authorize the Use of a Base Municipal Tax

The Council of the Town of Lampman, in the Province of Saskatchewan enacts as follows:

Pursuant to Section 290(1) of *The Municipalities Act*, a Base Municipal Tax shall be applied to properties in the Town of Lampman as follows:

1. A Base Municipal Tax of Eight hundred eighty (\$880.00) dollars shall be applied to the following classes of properties assessed for land and improvements in addition to the assessment times the established mill rate for each year:

Residential
Commercial and Industrial
Agriculture

2. This Bylaw shall come into force and take effect upon final passing thereof.
3. Bylaw No. 2022-5 is hereby repealed.

Introduced and read a first time this 26th day of June, 2024

Read a second time this 26th day of June, 2024

Read a third and final time on the unanimous consent of the council present this 26th day of June, 2024.



Mayor

Administrator

BYLAW NO. 2024-05

MILL RATE FACTORS

A Bylaw to Authorize the Use of Mill Rate Factors

The Council of the Town of Lampman, in the Province of Saskatchewan, enacts as follows:

Pursuant to Section 285 (1) of *The Municipalities Act*, mill rate factors shall be established to properties in the Town of Lampman as follows:

1. A mill rate factor of 1.0 shall be applied to the uniform mill rate for all residential classes of property in the Town of Lampman.
2. A mill rate factor of 1.0 shall be applied to the uniform mill rate for all agricultural classes of property in the Town of Lampman.
3. A mill rate factor of 2.10 shall be applied to the uniform mill rate for all commercial and industrial classes of property in the Town of Lampman.
4. This Bylaw shall come into force and take effect upon final passing thereof.
5. Bylaw No. 2022-6 is hereby repealed.

Introduced and read a first time this 26th day of June, 2024.

Read a second time this 26th day of June, 2024.

Read a third and final time on the unanimous consent of the council present this 26th day of June, 2024.



Mayor

Administrator