
TOWN OF LAMPMAN

Minutes – December 11, 2019

A regular meeting of the Council of the Town of Lampman was held on Wednesday, December 11, 2019, 215 Main St., Town Office, Lampman, Saskatchewan.

2019-12-1 CALL TO ORDER

Mayor Jones called the meeting to order. The time being 5:00 p.m. The attendance being as follows:

Mayor - Jay Jones
Councillors - Janice Bernier
- Jamie Taillon - absent
- Karla Van der Schaaf
- Duane Garton
- Richard Kochie
- Daryle Runge

Administrator - Dena Scott - left at 5:33 p.m.

Administrative Consultant - Greg Wallin

Administrative Intern - Jessica Franklin

Administrative Assistant - Jadon Carnduff

2019-12-2 MINUTES

- Richard Kochie - That the minutes of the November 13, 2019 meeting of Council be approved as circulated.

Carried

2019-12-3 BANK RECONCILIATION

- Karla Van der Schaaf - That the October 31, 2019 bank reconciliation be hereby approved as presented.

Carried

2019-12-4 CASH STATEMENT

- Duane Garton - That the Statement of Receipts and Payments for the month of November, 2019 be adopted as presented.

Carried

2019-12-5 CORRESPONDENCE

- Janice Bernier - That the correspondence presented to this meeting now be filed for future reference of Council and Administration.

Carried

2019-12-6 COMMITTEE MEETINGS/INFORMATION/REPORTS

- Richard Kochie - That the committee meeting minutes, information and reports presented to this meeting now be filed for future reference of Council and Administration.

Carried

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2019-12-7 UNFINISHED BUSINESS

b) Berm and Clean Wood Burn Area within Town Limits

- Daryle Runge - That a clean wood burn area be established at the furthest north area in the waste transfer station property - Parcel B on the NE 16-05-06 W2M.

Carried

c) Town Rescue Truck - Quotes on Truck Boxes

- Richard Kochie - That the Town Foreman be requested to obtain further quotes on the purchase of a dump box for the 2006 Chevrolet truck which was previously the rescue truck for Lampman Fire & Rescue.

Carried

d)(i) Complaint – 507 1st Ave E.

- Karla Van der Schaaf - That the Town of Lampman Council feels that the complaint regarding 507 1st Ave E is a conflict of interest for Councillor Janice Bernier.

Carried

Councillor Janice Bernier remained at the meeting.

d)(ii) Complaint – 507 1st Ave E.

- Richard Kochie - That Mr. Paul Bernier be written a letter in response to his untidy premises complaint on 507 1st Ave E. stating that his complaint be dismissed as the property is in compliance with all Town of Lampman bylaws and policies.

Carried

e) Old Sanitary Lift

- Daryle Runge - That the Town Foreman be instructed to obtain quotes on installing a storm water catch basin gate valve at the corner of Main St. and 5th Ave. E.

Carried

f)(i) Asset Management Champion and Committee

- Richard Kochie - That Janice Bernier be appointed as the Asset Management Champion for the Town of Lampman; and that Foreman Shane Evans, Administrator Dena Scott, Mayor Jay Jones, and Intern Administrator Jessica Franklin be appointed as the Asset Management Steering Committee.

Carried

f)(ii) Asset Management Plan

- Duane Garton - That the Town of Lampman adopt the Asset Management Plan as attached to, and forming part of these minutes.

Carried

2019-12-8 NEW BUSINESS

a) Municipal Revenue Sharing

- Karla Van der Schaaf - The Council of the Town of Lampman confirms the municipality now meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:
- Submission of the 2018 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2018 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- Is 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;
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and
That we authorize the administrator to send a letter to the Ministry of Government Relations acknowledging that the municipality now meets all eligibility requirements to receive their Municipal Revenue Sharing Grant.

Carried

b) All-Net Municipal Solutions

- Duane Garton - That the Town of Lampman utilize the services of All-Net Municipal Solutions in replacement of Dropbox for all municipal information.

Carried

c) Assignment of Lagoon Property

- Richard Kochie - That the Town of Lampman is in agreement to offer the unused land surrounding the new lagoon on NE 15-05-06W2M as per agreement with Lionel and Beverley Lisafeld, to the new owners of the quarter being Mark and Judy Walter; and that the new owners advise the Town in advance if at any time they plan to fence this area so it may be reviewed.

Carried

d) 2020 SUMA Convention – Regina Feb. 2-5, 2020

- Janice Bernier - That the following convention delegates be appointed to attend the 2020 SUMA Convention Feb 2-5, 2020 in Regina, SK; and that all travel and out of pocket expenses to be paid by the Town of Lampman:

Jay Jones	- Voting	Daryle Runge	- Visiting
Duane Garton	- Voting	Dena Scott	- Visiting
Janice Bernier	- Visiting	Greg Wallin	- Visiting

Carried

e) Meeting on Mutual Aid


- Richard Kochie - That Mayor Jay Jones and Councillors Richard Kochie and Janice Bernier be appointed to attend the Mutual Aid Meeting in Oxbow, SK., tentatively set for January 21, 2020.

Carried

f) Wages and Salaries

- Daryle Runge - That the wage and salary discussion be tabled to January, 2020 until such time as the Administrative Consultant can complete job evaluations on all employees.

Carried

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g) Transfer to Fire Truck Reserve

- Karla Van der Schaaf - That all funds received from Lampman Fire and Rescue from their fundraising efforts be placed in the Fire Truck Reserve and that all the Fire Truck Reserve funds be paid to the R.M. of Browning No. 34 being the purchaser of the new pumper/rescue truck.

Carried

h) Dawn Kickley

- Richard Kochie - That the temporary employment position of Dawn Kickley be tabled to January, 2020.

Carried

2019-12-9 OTHER MATTERS

a) Estevan Rink

- Richard Kochie - That the Town of Lampman in conjunction with the R.M. of Browning No. 34 and any other surrounding municipalities write a letter to the City of Estevan indicating that the small town rinks in the area would be capable of accommodating ice times requested by the Estevan hockey teams, rather than building a new hockey rink in Estevan.

Carried

b) Hoses and Pumps

- Daryle Runge - That the Town Foreman compile a list of all hoses, pumps and repairs requested on any flood equipment owned by the Town of Lampman indicating the location of said equipment.

Carried

c) Waste Transfer Station

- Richard Kochie - That the Town Foreman be instructed to immediately crush the waste in the bin at the Waste Transfer Station following the open site days.

Carried

d) Pumps and Equipment

- Richard Kochie - That all water pumps, waste pumps, lift station pumps and town equipment be serviced as soon as possible to be ready for spring 2020.

Carried

d) Town of Lampman Streets

- Janice Bernier - That the Town Foreman be instructed to have as much ice as possible removed from Main Street; and that salt be spread in front of the businesses on Main Street and the low rental apartments on 100 Block of Third Ave E.

Carried


2019-12-10 FOREMAN'S REPORT

- Daryle Runge - That the Foreman's Report be hereby approved as presented.

Carried

- Duane Garton - That the water treatment plant logs for the month of November, 2019 be acknowledged and filed for future reference and signed by the Mayor.

Carried

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2019-12-11 DELEGATIONS

No delegations were present

2019-12-12 ACCOUNTS

- Duane Garton - That the accounts covered by cheque no.'s 13006 to 13061 in the amount of \$336,255.16 and that direct payroll payments no's DD687 to DD696 for the amount of \$16,571.76 be approved for payment.

Carried


2019-12-13 NEXT MEETING

That the next meeting of Council be held on January 8, 2020 at 7 p.m.

2019-12-14 ADJOURN

- Jay Jones - That this meeting now be adjourned. The time being 6:38 p.m.

Carried



Administrator



Mayor