



**ATTENDANCE
TOWN OF LAMPMAN
Regular Meeting November 9, 2022**

NAME

SIGNATURE

Jay Jones

Dustin Ferguson

Glen Fichter

Randy Fleck

VIA PHONE

Duane Freeden

Daryle Runge

Ryan Saxon

April Olver

Melissa Mackenzie



A G E N D A
TOWN OF LAMPMAN
Regular Meeting November 9, 2022

1. **CALL TO ORDER**
2. **CONFLICT OF INTEREST**
3. **ADDITIONS OF URGENT OR EMERGENT BUSINESS**
4. **DELEGATIONS/PUBLIC HEARINGS**
 - Faron Doud – Job Application
5. **MINUTES**
 1. Regular Meeting Minutes October 12, 2022
 2. Lampman Fire and Rescue October 4, 2022
 2. R.M. of Browning No.34 and Town of Lampman – Joint Meeting – August 31, 2022
6. **BANK RECONCILIATION**
 1. August 2022
 2. September 2022
 3. October 2022
7. **CASH STATEMENT**
 1. Balance Sheet
 2. Comparative Balance Sheet
 3. Comparative Income Statement
 4. Account Reconciliation Summary Report
8. **ACCOUNTS**
9. **CORRESPONDENCE**
 1. *SUMA*
 2. *Government of Saskatchewan*
 3. *Government of Canada*
 4. *Municipal Government*
 5. *Miscellaneous Correspondence*
 - Combined Traffic Services Saskatchewan (CTSS)
 - SETPC September Meeting Minutes
 5. *Building Permits (Not Requiring PBI Approval)*

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

1. Administration Reports

- Sensus Tender
- R.M. of Browning – Invoices #3410 and #3494
- Public Disclosure Annual Declaration
- SUMA – August – November Payments
- SUMAssure – 2022-23 Policy Year 2.5% Rate Increase (Adjust Budget)
 - Approval to Complete Application to Renew
- MEPP – Maternity Leave
- Royal Canadian Legion Poppy Fund
- Lampman School – Toasty Tuesday
- Landfill/Weigh Station Advertisement
- Christmas Party
- Snaking Lines
 - Bearing need repaired

11. **UNFINISHED BUSINESS**

12. **NEW BUSINESS**

- Blackie Dukart – Town Mowing
- Brenda Schulties – Town Employee

13. **DELEGATIONS/PUBLIC HEARINGS**

14. **FOREMAN ITEMS TO DISCUSS**

1. Water Treatment Plant Records
 - Southeast College – Class 1: Wastewater Treatment & Collection
 - Grade 12 or GED required for Wastewater
 - Shane Evans – Mentor

15. **NEXT MEETING**

16. **ADJOURN**



Town of Lampman
Meeting Minutes
Regular Meeting November 9, 2022 - 7:00 PM

1. **CALL TO ORDER**

Resolution No: 2022-11-1

Mayor Jay Jones called the meeting to order. The time being 6:54 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 - absent
Administrator April Olver
Assistant Administrator – Melissa Mackenzie

CARRIED

2. **CONFLICT OF INTEREST**

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

4. **DELEGATIONS/PUBLIC HEARINGS**

Faron Doud – Spoke in regards to why he would be a good candidate for the landfill position that is currently being posted with the Town of Lampman. Closing date for the job posting is November 16, 2022.

5. **MINUTES**

5.1 **Regular Meeting – October 12, 2022**

Resolution No: 2022-11-5.1

Moved By: Randy

That the minutes of the October 12, 2022 meeting of Council be approved as circulated.

CARRIED

5.2 **Lampman Fire and Rescue – October 4, 2022**

Resolution No: 2022-11-5.2

Moved By: Glen

That the minutes of the October 4, 2022 meeting of Council be approved as circulated.

CARRIED

5.3 **R.M. of Browning NO.34 – October 4, 2022**

Resolution No: 2022-11-5.3

Moved By: Duane

That the minutes of the October 4, 2022 meeting of Council be approved as circulated.

CARRIED

6. **BANK RECONCILIATION**

6.1 **BANK RECONCILIATION**

Resolution No: 2022-11-6.1

Moved By:

That the August 2022 bank reconciliation be tabled.

CARRIED

6.2 **BANK RECONCILIATION**

Resolution No: 2022-11-6.2

Moved By:

That the September 2022 bank reconciliation be tabled.

CARRIED

6.3 **BANK RECONCILIATION**

Resolution No: 2022-11-6.3

Moved By:

That the October 2022 bank reconciliation be tabled.

CARRIED

7. **CASH STATEMENT**

7.1 **BALANCE SHEET**

Resolution No: 2022-11-7.1

Moved By:

That the October 2022 balance sheet be tabled.

CARRIED

7.2 **COMPARATIVE BALANCE SHEET**

Resolution No: 2022-11-7.2

Moved By:

That the Comparative Balance for the month of October 2022 be tabled.

CARRIED

7.3 **COMPARATIVE INCOME STATEMENT**

Resolution No: 2022-11-7.3

Moved By:

That the Comparative Income Statement for the month of October 2022 be tabled.

CARRIED

7.4 **ACCOUNT RECONCILIATION SUMMARY REPORT**

Resolution No: 2022-11-7.4

Moved By:

That the Account Reconciliation Summary Report for the month of October 2022 be tabled.

CARRIED

8. **TOWN OF LAMPMAN 2020 RECEIPTING**

Resolution No: 2022-11-8

Moved By: Dustin

That the whereabouts of the 2020 receipting is requested and provided by Wednesday, November 16, 2022.

CARRIED

9. **2020 CORRESPONDENCE HARD DRIVE BACKUP**

Resolution No: 2022-11-9

Moved By: Dustin

That all correspondence including minutes and all financials for 2020 be backed up onto a hard drive for council.

CARRIED

H. Ho

10. **ACCESS TO RECORDED DATA**

Resolution No: 2022-11-10

Moved By: Dustin

That all recorded data from the security cameras in the office be requested and provided by Wednesday, November 16, 2022.

CARRIED

11. **ACCOUNTS**

Resolution No: 2022-11-16

Moved By: Jay

That the accounts covered by cheque no.'s 14674 to 14716 in the amount of \$238,430.59; and the electronic funds transfer no.'s VP348 to VP352 in the amount of \$30,227.23; and the direct payroll payments no.'s VP353 to VP371 for the amount of \$7,470.67 be approved for payment.

CARRIED

12. **COMMITTEE MEETINGS/INFORMATION/REPORTS**

12.1 **Combined Traffic Services Saskatchewan (CTSS)**

Resolution No: 2022-11-12.1

Moved By: Dustin

That the Combined Traffic Services Saskatchewan (CTSS) is provided to Council and be approved as circulated.

CARRIED

12.2 **Southeast Transportation Planning Committee (SETPC)**

Resolution No: 2022-11-12.2

Moved By: Glen

That the Southeast Transportation Planning Committee (SETPC) is provided to Council and be approved as circulated.

CARRIED

12.3 **Administration Reports**

Resolution No: 2022-11-12.3

Moved By: Randy

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

CARRIED

12.3.1 **R.M. of Browning Invoice#3494**

Resolution No: 2022-11-12.3.1

Moved By: Glen

That invoice #3494 with the R.M. of Browning for administrations fees for \$2,736.00 is approved by council for payment.

CARRIED

12.3.2 **Royal Canadian Legion Poppy Fund**

Resolution No: 2022-11-12.3.2

Moved By: Jay

That a two hundred and fifty (\$250.00) dollar donation is made to the Lampman Royal Canadian Legion Poppy Fund.

CARRIED

12.3.3 **Lampman School Toasty Tuesday**

Resolution No: 2022-11-12.3.3

Moved By: Dustin

That the Town of Lampman schedule February 7, 2023, to provide breakfast to the Lampman School for Toasty Tuesday.

CARRIED

13. **UNFINISHED BUSINESS**

14. **NEW BUSINESS**

15. **FOREMAN'S REPORT**

15.1 **Water Treatment Plant Records**

Resolution No: 2022-11-15.1

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.

16. **NEXT MEETING**

Resolution No: 2022-11-16

Moved By: Dustin

That the next meeting of Council be held on December 14, 2022 at 7:00 p.m.

CARRIED

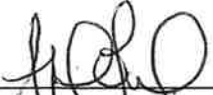
17. **ADJOURNMENT**

Resolution No: 2022-11-17

Moved By: Jay

That this meeting now be adjourned. The time being 8:55 p.m.

CARRIED



Administrator



Mayor

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 Employee 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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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