



**Town of Lampman**  
**Meeting Minutes**  
**Regular Meeting February 10, 2021**

**1 CALL TO ORDER**

Mayor Jay Jones called the meeting to order. The time being 6:55 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  
Councillor Ryan Saxon  
Administrator Dena Scott  
Administrative Assistant Jadon Carnduff  
Administrative Intern Amber Rittaler  
Administrative Assistant Janine Fleck

**2 MINUTES**

**2.1 Regular Meeting - January 6, 2021**  
**Resolution No: 2021-2-2.1**  
**Moved By: Randy Fleck**

That the minutes of the January 6, 2021 meeting of Council be approved as circulated.

**CARRIED**

**2.2 Joint Meeting - February 4, 2021**  
**Resolution No: 2021-2-2.2**  
**Moved By: Randy Fleck**

That the minutes of the February 4, 2021 joint meeting of the Councils of the R.M. of Browning No. 34 and the Town of Lampman be approved as amended.

**CARRIED**

**2.3 Joint Meeting - February 4, 2021 Amendment**  
**Resolution No: 2021-2-2.3**  
**Moved By: Ryan Saxon**

That it be noted in the minutes of the joint meeting of the R.M. of Browning No. 34 and the Town of Lampman held on February 4, 2021 that Greg Wallin stated that he is no longer working for the Town of Lampman; and that he stated that he quit as he was walking out of the joint meeting.

**CARRIED**

**3 BANK RECONCILIATION**  
**Resolution No: 2021-2-3**  
**Moved By: Glen Fichter**

That the December, 2020 bank reconciliation be hereby approved as presented.

**CARRIED**

**4 CASH STATEMENT**  
**Resolution No: 2021-2-4**  
**Moved By: Dustin Ferguson**

That the Statement of Receipts and Payments for the month of January, 2021 be adopted as presented.

**CARRIED**

**5 CORRESPONDENCE**  
**Resolution No: 2021-2-5**  
**Moved By: Daryle Runge**

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

**CARRIED**

**6 COMMITTEE MEETINGS/INFORMATION/REPORTS**  
**Resolution No: 2021-2-6**  
**Moved By: Glen Fichter**

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

**CARRIED**

**7 UNFINISHED BUSINESS**

The regular council meeting now be recessed to hold a public hearing regarding the permanent road closure of the Cenaiko Street extension. The time being 7:30 p.m. There was no public in attendance and no opposition to the proposed road closure. The regular council meeting now be reconvened at 7:31 p.m.



**7.1 Road Closure - Cenaiko Street Extension**

**Resolution No:** 2021-2-7.1

**Moved By:** Daryle Runge

Whereas there were no concerns presented for the permanent closure of the Cenaiko Street extension to the public hearing; therefore be it resolved that the Town of Lampman begin the process of closing the Cenaiko Street extension; and that the Town of Lampman forward a notice of the permanent road closure to SaskPower, SaskEnergy, SaskTel and the Ministry of Highways requesting their consent to do so.

**CARRIED**

**7.2 Sale of Tax Title Property**

**Resolution No:** 2021-2-7.2

**Moved By:** Jay Jones

That Council acknowledge that there were no tenders received for the advertised tax title properties at 114 2nd Ave. E. and 312 Railway Ave.

**CARRIED**

**7.3 SUMA Convention - Voting Members**

**Resolution No:** 2021-2-7.3

**Moved By:** Duane Freeden

That Mayor Jay Jones and Councillor Randy Fleck be appointed as voting delegates for the 2021 Virtual SUMA Convention.

**CARRIED**

**7.4 Highway 361 Crosswalk**

Council members looked into the concern presented to the January 13, 2021 meeting of Council and decided no action may be taken on the Town's behalf.

**7.5 Policy No. 500-3 - Water and Sewer Repairs**

**Resolution No:** 2021-2-7.5

Following discussion, no changes are being made to Policy No. 500-3 Water and Sewer Repairs at this time.

**7.6 Astra Oil Corp. - Temporary Workspace Agreement - PT NE 16-5-6 W2M**

**Resolution No:** 2021-2-7.6

**Moved By:** Randy Fleck

That the temporary workspace agreement in the amount of one hundred fifty (\$150.00) dollars received from Millenium Land Ltd., on behalf of their client Astra Oil Corp., on Parcel A Plan J740 (Pt of NE 16-5-6-W2M) be accepted and signed by the Mayor and Administrator.

**CARRIED**



**7.6.1 Shop - 800 Forrest Avenue**  
**Resolution No: 2021-2-7.7**  
**Moved By: Ryan Saxon**

That the Administrator send a letter to the owner of Lot 12 Block 10 Plan 89R11534 (800 Forrest Ave.), inquiring as to the asking price for this property.

**CARRIED**

**7.7 Wallin Agency Ltd. - Administrative Consultant Agreement**  
**Resolution No: 2021-2-7.8**  
**Moved By: Jay Jones**

Whereas that the timeline that was given in the presented contract release for the Administrative Consultant contract between the Town of Lampman and Wallin Agency Ltd. did not allow sufficient time for the Town of Lampman to consult legal counsel; therefore this release will not be considered until legal counsel has been appointed to review it.

**CARRIED**

**7.7.1 Wallin Agency Ltd. - Contract Release**  
**Resolution No: 2021-2-7.8.1**  
**Moved By: Ryan Saxon**

That the contract release received from Trobert Gilliss Law Firm on behalf of Wallin Agency Ltd. be tabled.

**CARRIED**

**7.7.2 Legal Counsel**  
**Resolution No: 2021-2-7.8.2**  
**Moved By: Jay Jones**

That the Administrator be instructed to send a letter seeking legal counsel from Kohaly Elash and Ludwig Law Firm and appointing them to review the contract release received from Trobert Gillis Law Firm, on behalf of Wallin Agency Ltd. and respond to the Town of Lampman with their legal advice.

**CARRIED**

**7.8 R.M. and Town Joint Services Agreement**  
**Resolution No: 2021-2-7.9**  
**Moved By: Randy Fleck**

That the joint services agreement amendment be tabled for more clarification.

**CARRIED**

**7.9 Maintenance Records**  
**Resolution No: 2021-2-7.10**  
**Moved By: Dustin Ferguson**

That Town Foreman, Shane Evans, work with Councillor Dustin Ferguson to set up a scheduled maintenance system and review it at the next meeting.

**CARRIED**



**7.9.1 Foreman Tablet**  
**Resolution No: 2021-2-7.10.1**  
**Moved By: Dustin Ferguson**

That the Town of Lampman purchase a tablet and external keyboard for the Town Foreman to utilize for maintenance tracking and any other Town business deemed necessary.

**CARRIED**

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**8 NEW BUSINESS**

Council asked the Administration present, except Amber Rittaler, to leave the meeting to discuss with Amber the reason for her resignation. The time being 10:26 p.m. Administration was asked to return to the meeting. The time being 11:05 p.m.

**8.1 Amber Rittaler - Letter of Resignation**  
**Resolution No: 2021-2-8.1**  
**Moved By: Dustin Ferguson**

That the Town of Lampman acknowledge the Letter of Resignation received from Amber Rittaler, Administrative Intern, dated February 7, 2021 with her final working day being February 19, 2021.

**CARRIED**

**8.2 List of Lands in Arrears**  
**Resolution No: 2021-2-8.2**  
**Moved By: Daryle Runge**

That Council acknowledge the List of Land in Arrears as presented; and that the Administrator send letters out to all ratepayers that are in tax arrears giving them until April 30, 2021 to have their arrears paid in full or their properties will be advertised on the tax enforcement list.

**CARRIED**

**8.3 Lampman School Yearbook**  
**Resolution No: 2021-2-8.3**  
**Moved By: Duane Freeden**

That the Town of Lampman purchase a one half (1/2) page ad in the 2020-2021 Lampman School yearbook.

**CARRIED**

**8.4 Asset Management Program**  
**Resolution No: 2021-2-8.4**  
**Moved By: Jay Jones**

That the review of the Silversmith Data Asset Management Program be tabled.

**CARRIED**



**8.5 SAMA Annual Meeting - April 8, 2021**

**Resolution No:** 2021-2-8.5

**Moved By:** Glen Fichter

That all members of Council be registered to attend the 2021 Virtual SAMA Annual meeting on Thursday, April 8, 2021 at 1:30 p.m. with Mayor Jay Jones and Councillor Randy Fleck as voting members; and the Administrator be authorized to attend virtual Administrator webinar on Wednesday, April 7, 2021.

**CARRIED**

**8.6 Scotts Gro for Good Grant Initiative**

**Resolution No:** 2021-2-8.6

**Moved By:** Dustin Ferguson

That the Administrator be authorized to apply for the Scotts Gro for Good grant; and if successful, the grant be utilized for the development of the second community garden plot.

**CARRIED**

**8.7 Affinity Credit Union - Loans**

**Resolution No:** 2021-2-8.7

**Moved By:** Randy Fleck

That the Administrator be instructed to inquire with the Saskatchewan Municipal Board on the possibility of re-financing the loan with Affinity Credit Union for the lagoon.

**CARRIED**

**8.8 Utility Billing**

**Resolution No:** 2021-2-8.8

**Moved By:** Randy Fleck

That discussion on the utility billing and water meter card distribution be tabled.

**CARRIED**

**8.9 Budget**

**Resolution No:** 2021-2-8.9

There was discussion on the budget and new assessment for 2021.

**8.10 Lampman Library - Smudging Permission**

**Resolution No:** 2021-2-8.10

**Moved By:** Dustin Ferguson

That the Town of Lampman has no objection to the librarian at the Southeast Regional Library-Lampman Branch, Tawney Johnson, conducting her indigenous smudging ceremonies in the library, as long as it conforms to all provincial and federal legislation.

**CARRIED**



**8.11 GFL Environmental Inc. - Waste Service Contract**

**Resolution No:** 2021-2-8.11

**Moved By:** Jay Jones

That the proposal from GFL Environmental Inc. to increase waste collection in the Town of Lampman from bi-weekly to weekly collection be tabled to the August, 2021 meeting of Council to allow information to be forwarded to ratepayers by way of a newsletter.

**CARRIED**

**8.12 MLDP**

**Resolution No:** 2021-2-8.12

**Moved By:** Daryle Runge

That the Administrator and all members of Council, except Randy Fleck, be registered for the MLDP Municipal Leaders Roles and Responsibilities virtual workshop to be held on March 2, 2021; and that Councillors Ryan Saxon and Randy Fleck be registered for the MLDP Municipal Economic Development Fundamentals virtual workshop to be held on February 16 and 17, 2021; and that Dustin Ferguson and Duane Freeden be registered for the MLDP Human Resources in the Municipal Workplace workshop to be held on February 17 and 18, 2021; and that all registration fees be paid for by the Town of Lampman.

**CARRIED**

**9 OTHER MATTERS**

**9.1 Boiler Course**

**Resolution No:** 2021-2-9.1

**Moved By:** Glen Fichter

That the Town Foreman, Shane Evans, be authorized to attend an upcoming boiler course for the rink compressors; and that all registration, travel, and out-of-pocket expenses be paid by the Town of Lampman.

**CARRIED**

**9.2 Exit Interview**

**Resolution No:** 2021-2-9.2

**Moved By:** Dustin Ferguson

That Duane Freeden be authorized to attend the exit interview that Greenline Consulting will be holding for the R.M. of Browning No. 34 with Amber Rittaler.

**CARRIED**

**9.3 Advertise for Administrative Assistant**

**Resolution No:** 2021-2-9.3

**Moved By:** Daryle Runge

That the Administrator be authorized to advertise on SaskJobs for a full-time permanent administrative assistant.

**CARRIED**



**9.4 Recreation - Temporary Position**

**Resolution No:** 2021-2-9.4

**Moved By:** Dustin Ferguson

That, as stated in the Recreation Board minutes of February 9, 2021, the Recreation Director be authorized to advertise for a temporary full-time maintenance person.

**CARRIED**

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**10 FOREMAN'S ITEMS TO DISCUSS**

**10.1 Foreman's Report**

**Resolution No:** 2021-2-10.1

**Moved By:** Dustin Ferguson

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

**CARRIED**

**10.2 Backhoe Tires**

**Resolution No:** 2021-2-10-2

**Moved By:** Dustin Ferguson

That the Foreman be authorized to purchase two (2) backhoe tires from Fountain Tire for the quoted price on file of two thousand three hundred twenty-eight dollars and 48 cents (\$2,328.48), which includes installation in Lampman and all applicable taxes.

**CARRIED**

**10.3 Water Treatment Plant Records**

**Resolution No:** 2021-2-10.2

**Moved By:** Jay Jones

That the water treatment plant records for the month of January, 2021 be acknowledged and filed for future reference and signed by the Mayor.

**CARRIED**

**10.4 Cummins Generator - Preventative Maintenance**

**Resolution No:** 2021-2-10.4

**Moved By:** Jay Jones

That the Planned Maintenance Agreement received from Cummins Sales and Service for the annual generator maintenance on the sanitary and storm sewer generators be approved for the price of three thousand one hundred two dollars and 34 cents (\$3,102.34) taxes included.

**CARRIED**

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**11 DELEGATIONS**

There were no delegations present at this meeting.



**12        ACCOUNTS**  
**Resolution No: 2021-2-12**  
**Moved By: Glen Fichter**

That the accounts covered by cheque no.'s 13659 to 13706 in the amount of \$366,749.99; that the electronic fund transfers for the month of January, 2021 in the amount of \$16,225.56; and that direct payroll payments no's 806 to 811 for the amount of \$9,667.72 be approved for payment.

**CARRIED**

**13        NEXT MEETING**  
**Resolution No: 2021-2-13**  
**Moved By: Jay Jones**

That the next meeting of Council be held on March 10, 2021 at 7:00 p.m.

**CARRIED**

**14        ADJOURN**  
**Resolution No: 2021-2-14**

That this meeting now be adjourned. The time being 11:20 p.m.

  
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Administrator

  
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Mayor