



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

**1 CALL TO ORDER
Resolution No: 2021-3-1**

Mayor Jay Jones called the meeting to order. The time being 6:59 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

2 MINUTES

**2.1 Regular Meeting - February 10, 2021
Resolution No: 2021-3-2.1
Moved By: Randy Fleck**

That the minutes of the February 10, 2021 meeting of Council be approved as circulated.

CARRIED

**2.2 Special Meeting - February 23, 2021
Resolution No: 2021-3-2.2
Moved By: Daryle Runge**

That the minutes of the February 23, 2021 special meeting of Council be approved as circulated.

CARRIED

**2.3 Special Meeting - March 3, 2021
Resolution No: 2021-3-2.3
Moved By: Randy Fleck**

That the minutes of the March 3, 2021 special meeting of Council be approved as circulated.

CARRIED

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

That the January, 2021 bank reconciliation for the Town of Lampman be hereby approved as presented.

CARRIED

4 CASH STATEMENT
Resolution No: 2021-3-4
Moved By: Dustin Ferguson

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

CARRIED

5 CORRESPONDENCE
Resolution No: 2021-3-5
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: 2021-3-6
Moved By: Ryan Saxon

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

CARRIED

6.1 Allow Public to Address Council
Resolution No: 2021-3-2-6.1
Moved By: Dustin Ferguson

That the members of the public that are present at this meeting be allowed to address Council once we get to Other Matters; and that they be given a ten (10) minute time limit.

CARRIED

7 UNFINISHED BUSINESS

7.1 Silversmith Data's Asset Status Tracker
Resolution No: 2021-3-7.1
Moved By: Dustin Ferguson

That the Silversmith Data's Asset Status Tracker be tabled until further information may be obtained by Councillor Dustin Ferguson on this system.

CARRIED



- 7.2 Shop - 800 Forrest Ave.**
Resolution No: 2021-3-7.2
Moved By: Dustin Ferguson

That further discussion on the shop located on Lot 12 Block 10 Plan 89R11534 (800 Forrest Ave.) be tabled until after budget deliberations are held; and that a letter be sent to the land owner informing her that this matter will be further discussed at that time.

CARRIED

The Mayor requested the meeting go "in camera". The time being 7:20 p.m.

The meeting came out of camera and was re-opened to the public. The time being 8:22 p.m.

- 7.3 Wallin Agency Ltd. - Contract Release**
Resolution No: 2021-3-7.3
Moved By: Daryle Runge

That the Town of Lampman stands by the original Termination and Release Agreement prepared by Kohaly, Elash & Ludwig Law Firm LLP between the Town of Lampman, Wallin Agency Ltd. and Greg Wallin, and rejects the additional release prepared and presented by Trobert Gilliss Law Firm; and that a letter be delivered to Kohaly, Elash & Ludwig Law Firm LLP to forward to Trobert Gilliss Law Firm to have a reply from their client, Wallin Agency Ltd. and Greg Wallin, received by the end of business day on Thursday, March 11, 2021.

CARRIED

8 NEW BUSINESS

- 8.1 Fidelity Bond - 2021**
Resolution No: 2021-3-8.1
Moved By: Glen Fichter

That the Administrator's Fidelity bond be hereby approved as circulated.

CARRIED

- 8.2 Upper Souris Watershed Association**
Resolution No: 2021-3-8.2
Moved By: Dustin Ferguson

That the Town of Lampman become a member of the Upper Souris Watershed Association for the annual membership fee of three hundred fifty-six (\$356.50) dollars 50/100; and that Mayor Jay Jones be appointed as the Town of Lampman delegate on this association.

CARRIED



8.3 Affinity Credit Union - Proposal to Provide Financial Services

Resolution No: 2021-3-8.3

Moved By: Daryle Runge

Whereas the Affinity Credit Union is the only local financial institution in the Town of Lampman; and
whereas the Affinity Credit Union is the currently utilized financial institution of the Town of Lampman;
therefore be it resolved that the Mayor and Administrator be authorized to sign the proposal to provide financial services received from Affinity Credit Union, as received and filed for future reference of Council and Administration.

CARRIED

8.4 Bylaw No. 2021-2 Incurring a Debt

Resolution No: 2021-3-8.4

Moved By: Randy Fleck

That Bylaw No. 2021-2, being a Bylaw to Provide for Incurring a Debt, be introduced and read the first time.

CARRIED

8.5 Bylaw No. 2021-2 Second Reading

Resolution No: 2021-3-8.5

Moved By: Daryle Runge

That Bylaw No. 2021-2 be read the second time.

CARRIED

8.6 Bylaw No. 2021-2 3rd Reading Permitted

Resolution No: 2021-3-8.6

Moved By: Ryan Saxon

That the third and final reading of Bylaw No. 2021-2 be permitted at this meeting.

CARRIED UNANIMOUSLY

8.7 Bylaw No. 2021-2 Third and Final Reading

Resolution No: 2021-3-8.7

Moved By: Duane Freeden

That Bylaw No. 2021-2, being a Bylaw to Provide for Incurring a Debt, 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.

CARRIED

8.8 Administrator Extra Hours

Resolution No: 2021-3-8.8

Moved By: Dustin Ferguson

That Council accept the Administrator's extra hours spreadsheet as presented; and that the Administrator be paid, following Labour Standards, based on her current salary for regular hours and based on the *Employment Act* for the overtime hours worked.

CARRIED



8.9 Amend Policy No. 200-6 Record Retention

Resolution No: 2021-3-8.9

Moved By: Randy Fleck

That Policy No. 200-6 Record Retention policy be amended to add: "and notify Council of any destruction" under item 1.

CARRIED

8.10 Proximity - Astra Oil Corp

Resolution No: 2021-3-8.10

Moved By: Randy Fleck

That the Town of Lampman has no objections to the proximity consent received from Millennium Land Ltd. on behalf of their client, Astra Oil Corp., to construct and operate a pipeline within close proximity to the Town of Lampman.

CARRIED

9 FOREMAN'S REPORT

The Foreman, Shane Evans, presented a Maintenance Checklist of daily, weekly, monthly, and yearly checks to be performed, as well as some three to five year checks.

9.1 Foreman's Report

Resolution No: 2021-3-9

Moved By: Glen Fichter

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

CARRIED

9.2 Water Treatment Plant Records

Moved By: Duane Freeden

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

CARRIED

10 OTHER MATTERS

Resolution No: 2021-3-10

There was discussion on human resources matters and Councillor Dustin Ferguson will prepare information to present to the next Council meeting.

There was discussion on purchasing a camera for the council chambers to livestream Council meetings. Councillor Dustin Ferguson will look into this further and present a plan for the next meeting.

10.1 Administrative Assistant - Interviews

Resolution No: 2021-3-10.1

Moved By: Dustin Ferguson

That the Administrative Assistant interviews be set for Wednesday, March 17, 2021; and that the Administrator and members of the Employee Relations/HR committees conduct the interviews.

CARRIED



11 DELEGATIONS
Resolution No: 2021-3-11

There were no delegations present at this meeting.

12 ACCOUNTS
Resolution No: 2021-3-12
Moved By: Daryle Runge

That the accounts covered by cheque no.'s 13707 to 13750 in the amount of \$37,550.48; and electronic funds transfer no's VP1 to VP5 in the amount of \$11,822.73; and the direct payroll payments no's 812 to 817 in the amount of \$9,517.32 be approved for payment.

CARRIED

13 NEXT MEETING
Resolution No: 2021-3-13

That the next meeting of Council be held on April 14, 2021 at 7 p.m.

14 ADJOURNMENT
Resolution No: 2021-3-14
Moved By: Jay Jones

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

CARRIED



Administrator



Mayor