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# TOWN OF LAMPMAN

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## Minutes - February 12, 2018

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A regular meeting of the Council of the Town of Lampman was held on Monday, February 12, 2018, Town Office, Lampman, Saskatchewan.

### **2018-2-1 CALL TO ORDER**

Mayor Paxman called the meeting to order. The time being 7:01 p.m. The attendance being as follows:

Mayor - Sean Paxman  
Councillors - Duane Garton  
- Janice Bernier - Absent  
- Jamie Taillon  
- Desmond Bilsky - Absent  
- Karla Van der Schaaf  
- Richard Kochie  
Administrator - Greg Wallin  
Assistant Administrator - Dena Scott  
Administrative Intern - Jadon Carnduff

### **2018-2-2 MINUTES**

- Kochie - That the minutes of the January 10, 2018 meeting of Council be approved as circulated.  
Carried

- Van der Schaaf - That the minutes of the January 29, 2018 special meeting of Council be approved as circulated.  
Carried

### **2018-2-3 BANK RECONCILIATION**

- Taillon - That the December 31, 2017 bank reconciliations be hereby approved as presented.  
Carried

### **2018-2-4 CASH STATEMENT**

- Garton - That the Statement of Receipts and Payments for the month of January, 2018 be adopted as presented.  
Carried

### **2018-2-5 CORRESPONDENCE**

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

### **2018-2-6 COMMITTEE MEETINGS/INFORMATION/REPORTS**

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



**2018-2-7 UNFINISHED BUSINESS**

**b) Water Treatment Plant - Steve Massel - Operator**

- Paxman - That a committee meeting be held on February 13, 2018 at 8:00 a.m. to discuss with Steve Massel the position, wages, and requirements of Water Treatment Plant operator; and that further discussion be tabled to the March, 2018 regular meeting of council.

Carried

**c) Disciplinary Action - Tyler Schulties**

- Taillon - That the Town of Lampman acknowledges the letter of resignation from Tyler Schulties dated February 12, 2018; and that the Town of Lampman pay Tyler Schulties any remaining pay and allowances due to him.

Carried

**d) Water Treatment Plant Repairs**

- Taillon - That the Water Treatment Plant Upgrades set out in the proposal dated February 12, 2018 from Municipal Utilities be approved in the amount of ninety-three thousand, seven hundred eighty-three dollars and five cents (\$93,783.05); and that financial repayment options be discussed with Municipal Utilities.

Carried

**e) Water Treatment Plant - Temporary Operator**

- Garton - That the Town of Lampman enter into a contract with David Carson to provide the Town of Lampman with a Certified Water/Wastewater Operator until such time as the Town of Lampman is able to secure the employment of a full-time certified operator by means of either training of a current employee or hiring a full-time certified operator; the remuneration paid to David Carson shall be one hundred dollars (\$100.00) per inspection and fifty-four cents (\$0.54) per kilometer for travel.

Carried

**2018-2-8 NEW BUSINESS**

**a) SAMA Annual Meeting**

- Kochie - That Greg Wallin be appointed to attend the 2018 SAMA Annual Meeting on April 10 - 11, 2018 in Saskatoon; and that all out-of-pocket and travel expenses be paid for by the Town of Lampman.

Carried

**b) High Energy Performance Ltd. - Donation-in-kind**

- Taillon - That High Energy Performance Ltd. be given a receipt for a donation-in-kind for three hundred twenty-five dollars and forty-two cents (\$325.42) for repairs to the rescue truck.

Carried

**c) Spartan Trucking Ltd. - Semi Trucks and the Truck Route**

- Van der Schaaf - That the Administrator write a letter to Spartan Trucking Ltd. regarding the parking of semi trucks along Railway Avenue and advise that other options will have to be made for parking of semi trucks.

Carried



d) Estevan Civic Auditorium

- Taillon - That the Administrator write a letter to the City of Estevan supporting the decommissioning of the Estevan Civic Auditorium and that there are available ice times at the Lampman Community Rink and surrounding communities.

Carried

e) Bylaw No. 2018-2 (First Reading) – Amending Zoning Bylaw No. 1974-4

- Kochie - That the Administrator draft a Bylaw to amend Bylaw No. 1974-4 Zoning Bylaw.

Carried

- Van der Schaaf - That Bylaw No. 2018-2, being a Bylaw to amend Bylaw No. 1974-4 Zoning Bylaw, be introduced and read the first time.

Carried

f) Municipal Management Essentials Workshops

- Kochie - That any Council member wishing to attend the Municipal Management Essentials Workshop on Conducting Effective Meetings on February 27, 2018 in Saskatoon be authorized to do so; and that all out-of-pocket and travel expenses be paid for by the Town of Lampman.

Carried

g) Xylem - Wastewater Pumps Preventative Maintenance Program 2018

- Garton - That the Xylem Wastewater Pumps Preventative Maintenance Program Service estimate be filed for future reference.

Carried

h) Municipal Utilities Asset Management Plan

- Kochie - That the Asset Management Plan proposal received from Municipal Utilities be approved, which commences with a two thousand dollar (\$2,000.00) payment to Municipal Utilities for the completion of the application to Federation of Canadian Municipalities for a grant filed on behalf of the Town of Lampman to develop an Asset Management Plan.

Carried

i) Budget Meeting

- Kochie - That a budget meeting for the Town of Lampman be scheduled for March 7, 2018 at 6:00 p.m.

Carried

j) Krista Mack Salary

- Garton - That Krista Mack and Krista Haigh be paid a wage set at nineteen dollars and seventy-seven cents (\$19.77) per hour for cleaning the library and fire hall respectively.



Carried

**2018-2-9 OTHER MATTERS**

a) Highway Speed Signs

- Kochie - That the Highway signs regulating the speed from 80 km/hr. and 60 km/hr., respectively, on the East side of the Town of Lampman be replaced with signs regulating the speed from 70 km/hr. and 50 km/hr., respectively, upon approval from the Ministry of Highways and Infrastructure.

Carried



**Page 4 of Minutes - February 12, 2018**

**b) Lampman Community School Yearbook**

- Kochie - That the Town of Lampman purchase a full-page advertisement in the Lampman Community School Yearbook for the price of two hundred fifty dollars (\$250.00).

Carried

**c) Town of Lampman Credit Cards**

- Kochie - That the balance on the TD Visa be paid in full and that the credit card be cancelled; and that the balance of the CU Mastercard be paid in full and that the credit card be kept in the Town Office; and that the Administrator write a Policy respecting the use of the Town of Lampman credit cards.

Carried

**2018-2-10 FOREMAN'S REPORT**

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

Carried

**2018-2-11 DELEGATIONS**

Jay Jones, Town Foreman, met with Council to discuss the operations of the Town of Lampman.

**2018-2-12 ACCOUNTS**

- Taillon - That the accounts covered by cheque no.'s 11777 to 11852 in the amount of \$114,042.90 and that direct payroll payments no's 464 to 477 for the amount of \$20,408.03 be approved for payment.

Carried

**2018-2-13 NEXT MEETING**

That the next meeting of Council be held on March 14, 2018 at 7 p.m.

**2018-2-14 ADJOURN**

- Paxman - That this meeting now be adjourned. The time being 10:05 p.m.

Carried

  
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Administrator  
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Mayor