



## Town of Lampman

### Meeting Minutes Special Meeting December 20, 2021

#### 1 CALL TO ORDER

Deputy Mayor Randy Fleck called the meeting to order. The time being 9:07 a.m. The attendance being as follows:

Mayor Jay Jones – via conference call at 9:19 a.m.  
Councillor Dustin Ferguson – in office  
Councillor Glen Fichter – in office  
Councillor Randy Fleck - via conference call  
Councillor Duane Freeden - in office  
Councillor Daryle Runge - via conference call  
Councillor Ryan Saxon - via conference call  
Administrator Dena Scott - in office  
Assistant Administrator Amber Rittaler - in office

#### 2 NEW BUSINESS

Discussion was held on the upcoming vacancy in the position of Administrator and the advertising necessary to fill the position.

##### 2.1 Administration Positions

**Resolution No:** 2021-12.2-2.1

**Moved By:** Jay Jones

That the Town of Lampman advertise for the positions of Administrator and Administrative Assistant effective immediately, with resumes being accepted until suitable candidates are found, and wages to be based on qualifications and experience; and that these advertisements be placed in the following forums:

- Carlyle Observer;
- Estevan Mercury;
- R.M. of Browning No. 34 and Town of Lampman Facebook page;
- Town of Lampman, SUMA and UMAAS websites; and
- SaskJobs

**CARRIED**

**2.2 Mentor Position**

**Resolution No:** 2021-12.2-2.2

**Moved By:** Dustin Ferguson

That Administration be instructed to look into costs and options for a mentor to oversee the position of Administrator, if needed, on an "as needed" basis.

**CARRIED**

**3 ADJOURNMENT**

**Moved By:** Jay Jones

That this meeting now be adjourned. The time being 9:45 a.m.

  
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Administrator

  
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Mayor