



Town of Lampman
Meeting Minutes
Regular Meeting March 9, 2022 - 07:00 PM

1. CALL TO ORDER

Resolution No: 2022-3-1

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

Mayor Jay Jones
Councillor Dustin Ferguson
Councillor Glen Fichter
Councillor Randy Fleck - *via Zoom*
Councillor Duane Freeden - *absent*
Councillor Daryle Runge
Councillor Ryan Saxon
Acting Administrator Amber Rittaler

CARRIED

2. CONFLICT OF INTEREST

No conflicts of interests were declared at this time.

3. ADDITIONS OF URGENT OR EMERGENT BUSINESS

3.1 Interest Reversal – Tax Penalty

Resolution No: 2022-3-3.1

Moved By: Jay Jones

That the Town of Lampman Council instructs administration to reverse and refund the tax arrears and penalty for both municipal taxes and school division taxes in the amount of five-hundred and seven dollars and eighty-nine cents (\$507.89) for a ratepayer with the following properties:

- Parcel 14; Plan 89R11534
- Parcel 15; Plan 89R11534
- Parcel 16; Plan 89R11534
- Lot 1-5, Block 16; Plan 82R31985
- Parcel H; Plan 101985778

This reversal is due to the uncertainty of the reliability at this time of Canada Post's mail delivery from the payment received on January 26, 2022.

CARRIED

JR 57

- 3.2 Lot 4 Lampman Airport – Change of Request for Lessee**
Resolution No: 2022-3-3.2
Moved By: Glen Fichter
That the request for change of Lessee for Lot 4 at the Lampman Airport be approved. **CARRIED**
- 4. MINUTES**
- 4.1 Regular Meeting – February 16, 2022**
Resolution No: 2022-3-4.1
Moved By: Randy Fleck
That the minutes of the February 16, 2022 meeting of Council be approved as circulated. **CARRIED**
- 5. BANK RECONCILIATION**
Resolution No: 2022-3-5
Moved By: Glen Fichter
That the January 31 and February 28, 2022 bank reconciliations for the Town of Lampman be hereby approved as presented. **CARRIED**
- 6. CASH STATEMENT**
Resolution No: 2022-3-6
Moved By: Daryle Runge
That the Statement of Receipts and Payments for the month of February 28, 2022 be adopted as presented for the Town of Lampman. **CARRIED**
- 7. ACCOUNTS**
Resolution No: 2022-3-7
Moved By: Dustin Ferguson
That the accounts covered by cheque no.'s 14275 to 14323 in the amount of \$87,373.91; and the electronic funds transfer no.'s V147 to VP170 in the amount of \$21,868.47; and the direct payroll payments no's DD 945 to DD 958 for the amount of \$18,313.62 be approved for payment. **CARRIED**
- 8. CORRESPONDENCE**
Resolution No: 2022-3-8
Moved By: Dustin Ferguson
That the correspondence presented to this meeting now be filed for future reference of Council and Administration. **CARRIED**
- 9. COMMITTEE MEETINGS/INFORMATION/REPORTS**
- 9.1 Committee Meetings**
Resolution No: 2022-3-9.1
Moved By: Dustin Ferguson
That the committee meeting minutes, information and reports presented to this meeting now be filed for future reference of Council and Administration. **CARRIED**

LR. 55

9.2 Administration Reports

Resolution No: 2022-3-9.2

Moved By: Dustin Ferguson

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

CARRIED

10. UNFINISHED BUSINESS

10.1 Employee Wages/Employee Performance Reviews

A discussion was held about conducting the performance reviews. Administration will have all employees fill out the review forms.

10.2 Retention Pond & Sask. Water Update

A discussion was held regarding the retention pond and Council will review the report given by Saskatchewan Watershed Authority regarding the regulations for meeting flood prevention for the next meeting.

10.3 Water & Sewer Repairs Policy

Resolution No: 2022-3-10.3

Moved By: Daryle Runge

That Policy No. 500-3, being a policy to set procedures for water and sewer installations and repairs, be approved as presented and attached to, forming part of these minutes.

CARRIED

10.4 Insurance – Councillors Operating Town Equipment

A discussion was held regarding the response from SUMAssure regarding Councillors operating town equipment.

10.5 SUMA Convention – appointing voting delegate

Resolution No: 2022-3-10.5

Moved By: Randy Fleck

That the Town of Lampman appoint Dustin Ferguson as the voting delegate for the SUMA Convention on April 3-6, 2022.

CARRIED

10.6 PDAP Breakdown Update

A discussion was held regarding the update of the breakdown regarding PDAP expenses.

10.7 SAMA Annual Meeting – appoint voting delegate

Resolution No: 2022-3-10.7

Moved By: Randy Fleck

That the Town of Lampman appoint Amber Rittaler as the voting delegate for the SAMA Annual Meeting on April 21, 2022.

CARRIED

10.8 CCRF Grant – Therapeutic Park

A discussion was held regarding the Canada Community Revitalization Fund Grant for the therapeutic park.

JR.


11. NEW BUSINESS

11.1 Recycle & Waste Rates – GFL Environmental Ltd.

A discussion was held regarding the GFL Environmental Ltd. waste and recycling rates.

11.2 SGI – Traffic Safety Grant

Resolution No: 2022-3-11.2

Moved By: Dustin Ferguson

That the Town of Lampman apply for the Traffic Safety Grant in 2022 with the project that the Lampman School Community Council has in mind.

CARRIED

Councillor Ryan Saxon declared a conflict of interest and left council chambers at 9:35 p.m.

11.3 Building Permit – Two (2) Accessory Buildings – 119 Carson Bay

Resolution No: 2022-3-11.3

Moved By: Daryle Runge

That the Building Development Permit Application received and dated February 16, 2022 for two (2) accessory buildings on Lot 30, Block 8, Plan # 102020005, civic address of 119 Carson Bay, be approved subject to local building and zoning bylaws, the National Building Code of Canada, all Provincial fire regulations and codes, *The Construction Codes Act* and to all recommendations of the plan review performed by Professional Building Inspection Services Ltd.

CARRIED

Councillor Ryan Saxon returned to the council chambers at 9:39 p.m.

11.4 Spring Clean Up Week

Resolution No: 2022-3-11.4

Moved By: Ryan Saxon

That the Council of the Town of Lampman offer a spring clean-up for town residents at no charge for household and yard maintenance waste on the following dates and times:

Saturday, May 14th, 2022 – 10:00 a.m. to 4:00 p.m.;

Sunday, May 15th, 2022 – 10:00 a.m. to 4:00 p.m.;

Tuesday, May 17th, 2022 – 3:00 p.m. to 7:00 p.m.;

Saturday, May 21st, 2022 – 10:00 a.m. to 4:00 p.m.;

Sunday, May 22nd, 2022 – 10:00 a.m. to 4:00 p.m.;

Tuesday, May 24th, 2022 – 3:00 p.m. to 7:00 p.m.

CARRIED

12. DELEGATIONS

Lampman Fire & Rescue Department Delegations – arrived at 8:01 p.m.

Grant Palmer, Raeann Palmer & Preston Majeran - attended the meeting to discuss with Council the issues that Lampman Fire & Rescue Department and the Lampman Ambulance are having regarding the declining number of volunteers and the issues that this poses for the community.

Delegates left council chambers at 9:10 p.m.

LR. 55

13. FOREMAN'S REPORT

13.1 Water Treatment Plant Records

Resolution No: 2022-3-13.1

Moved By: Jay Jones

That the water treatment plant records for the month of February, 2022 be acknowledged and filed for future reference and signed by the mayor.

CARRIED

13.2 Foreman's Report

Resolution No: 2022-3-13.2

Moved By: Glen Fichter

That the Foreman's Weekly Reports be hereby approved as circulated.

CARRIED

13.3 Foreman's Task List

A discussion was held regarding the Foreman's Task List.

14. NEXT MEETING

Resolution No: 2022-3-14

Moved By: Jay Jones

That the next meeting of Council be held on April 13, 2022 at 7:00 p.m.


15. ADJOURNMENT

Resolution No: 2022-3-15


Moved By: Jay Jones

That this meeting now be adjourned. The time being 10:16 p.m.

CARRIED



Administrator



Mayor

List of Cheques for Council Approval**Minutes: March 9, 2022****2022-3-7**

Cheque #	Paid To	In Payment Of	Amount
14275	Fichter, Glen	January 2022 Indemnity	\$440.97
14276	Town of Lampman	Schulties/Parry/Massel Tax Utiliti	\$1,270.00
14277	All Creatures Training Service & B	Dangerous Dog Evaluation	\$157.50
14278	Rittaler, Amber	Travel to Dangerous Dog Eval.	\$61.20
14279	Saxon, Ryan	January 2022 Indemnity	\$299.52
14280	Ferguson, Dustin	January 2022 Indemnity	\$440.97
14281	Lutz, Huguette	Feb 10-20 Mentor Fees	\$1,114.04
14282	UMAAS	Membership Fee - Revised	\$180.00
14283	Aon	Insurance 2022	\$38,286.34
14284	Apollo	Water Treatment Plant	\$11,109.00
14285	Branch, Veronica	Firehall - Cleaning Services	\$98.85
14286	Carson Safety Services	Fire Dept Supplies	\$103.06
14287	Dube, Les	Waste Site Contractor	\$216.00
14288	Ferguson, Dustin	Computer Allowance-2021 & 202:	\$400.00
14289	Fichter, Glen	Computer Allowance-2021 & 202:	\$400.00
14290	Fleck, Randy	Computer Allowance-2021 & 202:	\$400.00
14291	Fornwald, Barb	February Cleaning	\$355.86
14292	Freedden, Duane	Computer Allowance-2021 & 202:	\$400.00
14293	GFL Environmental Inc.	Waste/Recycling Services	\$6,140.37
14294	Greenline Consulting	Human Resources	\$124.69
14295	Hach Sales & Services Canada LP	Misc. Shop Supplies	\$218.54
14296	Industrial Communication Systems	Fire Dept Supplies	\$7,550.22
14297	Jones, Jay	Computer Allowance-2021 & 202:	\$400.00
14298	Johnson Plumbing and Heating	WTP supplies	\$292.91
14299	Lampman Health Care Trust	Lion's Club	\$1,200.00
14300	Lampman Service Station Ltd	Fuel/Supplies	\$458.13
14301	Huguette, Lutz	Administrator Mentor	\$189.68
14302	Mack, Krista	Library - Cleaning Services	\$138.39
14303	Mayer's Machine & Welding Ltd	Misc. Shop Supplies	\$250.31
14304	Mr. G's Lock & Key	Fire Dept Supplies	\$487.72
14305	Professional Building Inspections, I	Building Inspections	\$84.00
14306	RM and Town Recreation Board	Insurance Claim	\$3,587.74
14307	Runge, Daryle	Computer Allowance-2021 & 202:	\$400.00
14308	Rittaler, Amber	Petty Cash	\$188.69
14309	SAMA	SAMA Conference	\$75.00
14310	Saskatchewan Health Authority	Water Testing	\$138.00
14311	Saxon, Ryan	Computer Allowance-2021 & 202:	\$400.00
14312	SGI Canada	Vehicle Trailer Registration	\$83.94
14313	STARS	Donation	\$1,400.00
14314	SUMA	Insurance	\$4,265.46
14315	Sutherland, Brittany	Food Bank Supplies	\$159.69

SP

LR

Cheque #	Paid To	In Payment of	Amount
14316	House of Stationary	Office Supplies	\$491.13
14317	The Observer	Advertising Costs	\$94.67
14318	Woodley, Garrett	Food Bank Supplies	\$223.67
14319	Runge, Daryle	February 2022 Indemnity	\$370.25
14320	Ferguson, Dustin	February 2022 Indemnity	\$653.15
14321	Jones, Jay	February 2022 Indemnity	\$150.00
14322	Collabria	CC - Hotel, Subscriptions, Confer.	\$1,124.73
14323	Fleck, Randy	February 2022 Indemnity	\$299.52
TOTAL:			\$87,373.91

List of Electronic Funds Transfers

DD No.	Paid To	In Payment of	Amount
147	Municipal Employee Pension Plan	Superannuation February 1-15	\$2,194.93
148	Receiver General	Council CPP Jan 2022	\$54.16
149	Receiver General	CRA Remittance Feb 1-15 2022	\$4,676.85
150	SaskTel	Feb. 8/22 Lift Cell	\$55.68
151	SaskPower	Feb. 4/22 Firehall	\$400.14
152	SaskEnergy	Feb. 4/22 Firehall	\$251.53
153	SaskPower	Feb. 4/22 WTS	\$48.05
154	SaskPower	Feb. 4/22 Storm Lift	\$126.45
155	SaskPower	Feb. 4/22 Pump	\$15.96
156	SaskPower	Feb. 4/22 Sanitary Lift	\$301.24
157	SaskPower	Feb. 4/22 Water Treatment Plant	\$878.08
158	SaskPower	Feb. 4/22 Streetlights	\$1,693.30
159	SaskPower	Feb. 4/22 Lynn Street	\$36.22
160	SaskPower	Feb. 4/22 Shop	\$5.84
161	SaskEnergy	Feb. 4/22 Shop	\$255.70
162	SaskPower	Feb. 4/22 Library	\$341.97
163	SaskEnergy	Feb. 4/22 Library	\$264.07
164	Municipal Employee Pension Plan	Superannuation February 16-28	\$1,897.82
165	Receiver General	Council CPP Jan 2022 #2	\$37.08
166	Receiver General	CRA Remittance Feb 16-28 2022	\$3,789.97
167	Minister of Finance	EPT	\$4,069.94
168	Sasktel	Firehall Phone Feb 25, 2022	\$112.90
169	Sasktel	WTP Phone Feb 25, 2022	\$212.32
170	Sasktel	Office POS Feb 25, 2022	\$148.27
TOTAL:			\$21,868.47

55 LR

List of Direct Deposits

DD No.	Paid To	In Payment of	Amount
945	Rittaler, Amber	February 1-15, 2022	\$1,969.55
946	Void	Void	\$0.00
947	Evans, Shane	February 1-15, 2022	\$2,372.59
948	Massel, Steven	February 1-15, 2022	\$1,313.79
949	Schulties, Brenda	February 1-15, 2022	\$1,330.60
950	Parry, Steven	February 1-15, 2022	\$1,592.95
951	Void	Void	\$0.00
952	Boyle, Liam	February 1-15, 2022	\$1,268.41
953	Rittaler, Amber	February 16-28, 2022	\$1,508.50
954	Evans, Shane	February 16-28, 2022	\$2,080.12
955	Massel, Steven	February 16-28, 2022	\$1,252.07
956	Schulties, Brenda	February 16-28, 2022	\$1,163.87
957	Parry, Steven	February 16-28, 2022	\$1,192.76
958	Boyle, Liam	February 16-28, 2022	\$1,268.41
TOTAL DIRECT DEPOSITS:			<u><u>\$18,313.62</u></u>


Administrator


Mayor