

Town of Lanigan
Meeting Minutes
January 13, 2020 - Regular Meeting of Council - 07:00 PM

The Regular Meeting of Council was held on Monday, January 13, 2020 in the Town Council Chambers commencing at 7:00 PM.

PRESENT: Councillors Marilyn Bodner, Wendy Mehrer and Tony Mycock and Administrator Jennifer Thompson with Mayor Andrew Cebryk presiding.

STAFF: Director of Public Works & Utilities Brandon Uhryn

ABSENT: Councillors Velda Daelick and Paul Mamer.

Having received annual public disclosure statements from Mayor Cebryk, Councillors Bodner, Daelick, Mamer, Mehrer and Mycock, they shall now be filed.

2020-001 **1. CALL TO ORDER**

Mayor Cebryk called the meeting to order at 7:03 P.M.

2020-002 **2. AGENDA**

Councillor Bodner
Councillor Mehrer

THAT the Agenda be adopted as CIRCULATED.

CARRIED

2020-003 **3. MINUTES**

Councillor Mycock
Councillor Bodner

THAT the Minutes of the Regular Meeting of Council on December 9, 2019 be APPROVED.

CARRIED

3.1 BUSINESS ARISING FROM THE MINUTES

4. DELEGATIONS: NONE.

5. PROCLAMATIONS

2020-004 **6. REPORTS**

Councillor Mehrer
Councillor Mycock

THAT the following reports be ACCEPTED:
Lanigan Heritage Association of September 3, October 8 & November 5, 2019
MSMA Minutes of November 5, 2019
Lanigan Fire Association Minutes of December 18, 2019
Lanigan Creek Dellwood Brook Watershed Association of January 24 & April 10, 2019

CARRIED

7. ADMINISTRATION

2020-005 **7.1 PUBLIC WORKS & UTILITIES REPORT**

Councillor Bodner
Councillor Mehrer

THAT the Public Works & Utilities Report for the month of December 2019 be RECEIVED.

CARRIED

2020-006

7.2 ADMINISTRATOR REPORT

Councillor Mycock
Mayor Cebryk

THAT the Administrator/CAO Report be RECEIVED.

CARRIED

7.3 ACCOUNTS

2020-007

7.3.1 YEAREND LIST OF ACCOUNTS

Councillor Bodner
Councillor Mehrer

THAT the general account cheques numbered 30142 -30208, Pre-authorized 24-24
AND Payroll 200 - 218 totaling \$151,345.90 be APPROVED.

CARRIED

2020-008

7.3.2 LIST OF ACCOUNTS

Councillor Mycock
Councillor Mehrer

THAT the general account cheques numbered 30209 -30237 totaling \$97,188.22 be
APPROVED.

CARRIED

7.4 POLICY

2020-009

7.4.1 WATER & SEWER BILLING & COLLECTION POLICY

Mayor Cebryk
Councillor Mycock

THAT Policy 8-3 Water & Sewer Billing & Collection Policy be APPROVED as
amended and be attached to and form a part of these minutes.

CARRIED

2020-010

**7.4.2 RECREATION & COMMUNITY DEVELOPMENT FACILITATOR JOB
PROFILE**

Councillor Bodner
Councillor Mehrer

THAT the Recreation & Community Development Facilitator Job Profile be
AMENDED as presented AND be inserted in the Human Resources Manual.

CARRIED

2020-011

8. CORRESPONDENCE

Councillor Mehrer
Councillor Mycock

THAT the correspondence having been reviewed be filed:
Ministry of Highways - Culvert Replacement
SGI - Provincial Traffic Safety Fund Grant

CARRIED

9. MAYOR AND COUNCILLOR FORUM

10. UNFINISHED BUSINESS

11. NEW BUSINESS

2020-012

11.1 BY-ELECTION

Councillor Mehrer
Councillor Bodner

THAT a by-election for the position of ONE councillor be held on March 25, 2020
AND THAT Nomination Day shall be February 19, 2020.

CARRIED

2020-013

11.2 RETURNING OFFICER

Mayor Cebryk
Councillor Mycock

THAT Jennifer Thompson, CAO be APPOINTED as Returning Officer for the By-Election of March 25, 2020

CARRIED

2020-014

11.3 APPOINT KAREN GREVE EDC AUDITOR

Councillor Bodner
Councillor Mycock

THAT Karen Greve be appointed AUDITOR of the Economic Development Corporation for 2019.

CARRIED

2020-015

11.4 CURLING CLUB OPERATING GRANT

Mayor Cebryk
Councillor Bodner

THAT the Lanigan & District Curling Club executive be invited to attend the next Council meeting to discuss finances and funding for 2020.

CARRIED

2020-016

11.5 EMPLOYEE FIDELITY BOND

Councillor Mehrer
Councillor Mycock

THAT in compliance with *The Municipalities Act* s. 113(2), the Employee Fidelity Bond in the amount of \$500,000 through SUMAssure Policy CAGL12411 for all employees of the Town of Lanigan be ACCEPTED as being current and in order.

CARRIED

2020-017

11.6 SPWA CONFERENCE

Councillor Bodner
Councillor Mehrer

THAT Director of Public Works & Utilities Brandon Uhryn ATTEND the Saskatchewan Public Works Association (SPWA) Conference in Regina from February 25-27, 2020 with expenses to be reimbursed as per policy.

CARRIED

2020-018

11.7 CONFLICT RESOLUTION COURSE

Mayor Cebryk
Councillor Mehrer

THAT Brandon Uhryn & Robert Smytaniuk attend the Conflict Resolution Course to be held in Saskatoon on January 21, 2020 with expenses to be reimbursed as per policy.

CARRIED

2020-019

11.8 SUMASSURE REPRESENTATIVE

Councillor Bodner
Councillor Mycock

THAT Jennifer Thompson, CAO be APPOINTED as the voting delegate of the Town of Lanigan for SUMAssure AND THAT Council support her nomination to be re-elected to the Board of Directors.

CARRIED

2020-020

11.9 COMMITTEES AND APPOINTMENTS

Councillor Mehrer
Councillor Bodner

THAT the Committees and Appointments of Council be APPROVED and attached to and form a part of these minutes.

CARRIED

2020-021

11.10 TRANSFER OUTSTANDING UTILITY TO TAX ROLL

Councillor Mycock
Councillor Mehrer

THAT in accordance with *The Municipalities Act* s. 369(1)(b), utility accounts in arrears \$92.60 (one month) at year end and over or disconnected be notified by registered letter that unless paid within 30 days the amount shall be added to the tax roll.

Account #	Legal Address	Total
0926 0000	Lot 18 Blk Plan 66H07698	185.20
0099 0000	Lot 13 Blk 3 Plan N2837	185.20
0196 0000	Lot 17-18 Blk 9 Plan N2837	156.69
0319 0000	Lot Pt 16-17 Blk 15 Plan U3923	185.20
0406 0000	Lot 5 Blk 101 Plan 65H05104	185.20
0318 0000	Lot 15 Blk 15 Plan U3923	185.20
0349 0010	Lot 23 Blk 106 Plan 101976464	184.30
0383 0010	Lot 6 Blk 100 Plan 65H05104	135.40
0321 0020	Lot 19-20 Blk 15 Plan U3923	292.15
0418 0020	Lot 17 Blk 101 Plan 65H05104	234.02
0808 0020	Lot 1 Blk 29 Plan 65H02436	185.20
0619 0140	Lot 16 Blk 103 Plan 65H05104	115.75
0661 0000	Lot 16 Blk 105 Plan 66H07698	330.60
0405 0010	Lot 4 Blk 101 Plan 65H05104	238.75
0251 0000	Lot 5 Blk 36 Plan 66H06957	185.20
0612 0020	Lot 8 Blk 103 Plan 66H07698	126.00
0084 0030	Lot 7-10 Blk 2 Plan N2837	81.49

CARRIED

2020-022

11.11 REQUEST TO DEVELOP COMMUNITY SERVICE AREA

Councillor Mycock
Councillor Bodner

THAT the request to build a tractor pull track with volunteer time, equipment AND material at the Gordon Greve Sportsground be APPROVED subject to Council's approval of track placement on the west side of the road near Diamond 3 AND THAT a detailed plan be provided of the construction material and timeline AND THAT the Town of Lanigan shall not be responsible for upkeep of this project.

CARRIED

2020-023

11.12 INVESTMENT RENEWAL

Mayor Cebryk
Councillor Bodner

THAT the investment at the Conexus Credit Union be invested as follows:
\$261,593.78 2 year non-redeemable at 2.20%

CARRIED

2020-024

11.13 TAX ENFORCEMENT PROCEEDINGS

Councillor Mehrer

Councillor Mycock

THAT Council authorize the CAO to proceed under *The Tax Enforcement Act s.24* on the following property as payment arrangements have discontinued:

<u>Lot</u>	<u>Block</u>	<u>Plan</u>
7 & 8	7	N2837
3	14	U3923
4 & 5	6	67H07710

CARRIED

2020-025 **11.14 REQUEST TO REFUND TAX PAYMENT**

Mayor Cebryk
Councillor Mycock

THAT the Town of Lanigan advise the owner whom requested a refund of \$560.79 held as a credit on tax account 17 000 that the amount shall remain on account to be applied to 2020 taxes.

CARRIED

12. AGENDA ADDITIONS

13. BYLAWS

13.1 BYLAW 1/2020 A BYLAW TO ALLOW FOR EMERGENCY RESPONSE CHARGES WITHIN THE CORPORATE LIMITS OF THE TOWN OF LANIGAN

2020-026 **13.1.1 FIRST READING**

Mayor Cebryk
Councillor Mehrer

THAT Bylaw 1/2020 A Bylaw to Allow for Emergency Response Charges within the Corporate Limits of the Town of Lanigan be given FIRST reading.

CARRIED

2020-027 **13.1.2 SECOND READING**

Councillor Mycock
Councillor Bodner

THAT Bylaw 1/2020 A Bylaw to Allow for Emergency Response Charges within the Corporate Limits of the Town of Lanigan be given SECOND reading.

CARRIED

2020-028 **13.1.3 THREE READINGS AT THIS MEETING**

Councillor Mehrer
Councillor Mycock

THAT Bylaw 1/2020 A Bylaw to Allow for Emergency Response Charges within the Corporate Limits of the Town of Lanigan be given three readings at this meeting.

CARRIED UNANIMOUSLY

2020-029 **13.2 THIRD READING**

Councillor Bodner
Mayor Cebryk

THAT Bylaw 1/2020 A Bylaw to Allow for Emergency Response Charges within the Corporate Limits of the Town of Lanigan be given THIRD reading and be ADOPTED.

CARRIED

2020-030 **14. ADJOURNMENT**

THAT this meeting adjourns at 8:58 P.M.

Mayor

Town Administrator