

**Town of Lanigan**  
**Meeting Minutes**  
**February 8, 2021 - Regular Meeting of Council - 07:00 PM**

The Regular Meeting of Council was held on Monday, February 8, 2021 in the Town Council Chambers commencing at 7:00pm.

PRESENT: Councillors Marilyn Bodner, Kyle Boyko, Velda Daelick, Paul Mamer, James Stephan and Town Administrator Kelli Timmerman with Mayor Tony Mycock presiding.

STAFF: Director of Public Works & Utilities Brandon Uhyrn

ABSENT: Councillor Wendy Mehrer

2021-041            **1. CALL TO ORDER**

Mayor Mycock called the meeting to order at 7:00pm.

2021-042            **2. AGENDA**

Councillor Bodner  
Councillor Daelick

THAT the Agenda be adopted as circulated.

CARRIED

2021-043            **3. MINUTES**

Councillor Boyko  
Councillor Stephan

THAT the Minutes of the Regular Meeting of Council on January 25, 2021 be approved.

CARRIED

**3.1 BUSINESS ARISING FROM THE MINUTES**

**4. DELEGATIONS**

**5. PROCLAMATIONS**

**6. REPORTS**

**7. ADMINISTRATION**

**7.1 PUBLIC WORKS & UTILITIES**

**7.1.1 XYLEM - ESTIMATE FOR PUMP REPAIR**

2021-044            **7.1.2 PUBLIC WORKS AND UTILITIES REPORT**

Councillor Mamer  
Councillor Bodner

THAT the Public Works & Utilities Report for January 2021 be accepted.

CARRIED

Director of Public Works & Utilities Brandon Uhyrn left the meeting at 7:20pm.

2021-045            **7.2 ADMINISTRATOR REPORT**

Councillor Boyko  
Councillor Stephan

THAT the Town Administrator's Report for February 8, 2021 be accepted.

CARRIED

2021-046      **7.2.1 PERFORMANCE BONUS**

Councillor Bodner  
Mayor Mycock

THAT on the next regular payroll cycle, we give Karen Greve and Vikki Brookbank a performance bonus of \$2500 each for the extra duties they assumed during the absence of our Town Administrator.

CARRIED

2021-047      **7.3 ACCOUNTS**

Councillor Mamer  
Councillor Daelick

THAT the general account cheques numbered #31142 – #31180 and Pre-Authorized #37 and Payroll #479 - #490 totaling \$109,793.73 be approved.

CARRIED

2021-048      **7.4 FINANCIAL REPORTS**

Councillor Bodner  
Councillor Stephan

THAT the following financial reports for December 2020 be accepted.  
Bank Reconciliation

CARRIED

2021-049      **8. CORRESPONDENCE**

Councillor Bodner  
Councillor Boyko

THAT the correspondence having been reviewed be filed:  
SUMAssure Call for Nominations  
Living Tree Environmental  
High River Coal  
LCDBWA - RM of Wolverine Letter

CARRIED

**9. MAYOR AND COUNCILLOR FORUM**

**10. UNFINISHED BUSINESS**

**11. NEW BUSINESS**

2021-050      **11.1 2020 ANNUAL NOTIFICATION TO CONSUMERS**

Councillor Stephan  
Councillor Boyko

THAT the 2020 Annual Notification to Consumers re: Drinking Water Quality and Compliance be accepted and advertised in the Lanigan Advisor, posted on the Town of Lanigan website as well as submitted to the Water Security Agency.

CARRIED

2021-051

**11.2 ATAP - WASTEWATER TREATMENT & WASTEWATER COLLECTION**

Councillor Daelick  
Councillor Mamer

THAT Travis Mierke attend the Class 1 Wastewater Treatment & Wastewater Collection Training Course on May 17-21, 2021 in Saskatoon at a cost of \$1160 plus GST with all expenses to be reimbursed as per policy.

CARRIED

2021-052

**11.3 COMMUNITY PLANNING ONLINE PROGRAM MEETING**

Councillor Bodner  
Mayor Mycock

THAT Kelli Timmerman, CAO be granted permission to virtually attend the Ministry of Government Relations's Planning Bylaw Applicants and Subdivision Referral Agents Initial Meeting scheduled for February 25, 2021.

CARRIED

2021-053

**11.4 SAMA ANNUAL MEETING**

Councillor Boyko  
Councillor Stephan

THAT Kelli Timmerman, CAO be granted permission to virtually attend the 2021 SAMA Administrator Training scheduled for April 7, 2021;

AND THAT Mayor Mycock and Kelli Timmerman, CAO be granted permission to virtually attend the 2021 SAMA Annual Meeting scheduled for April 8, 2021;

AND FURTHER THAT they be appointed as the Town of Lanigan voting delegates for the 2021 SAMA Annual Meeting scheduled for April 8, 2021.

CARRIED

2021-054

**11.5 SUMASSURE ANNUAL GENERAL MEETING**

Councillor Bodner  
Councillor Mamer

THAT Kelli Timmerman, CAO be granted permission to virtually attend the 2021 SUMAssure Annual General Meeting scheduled for March 3, 2021;

AND THAT she be appointed as the Town of Lanigan voting delegate for the 2021 SUMAssure Annual General Meeting scheduled for March 3, 2021.

CARRIED

2021-055

**11.6 HUMAN RESOURCES IN THE MUNICIPAL WORKPLACE**

Councillor Mamer  
Councillor Daelick

THAT Councillor Boyko and Kelli Timmerman, CAO virtually attend the MLDP Human Resources in the Municipal Workplace Training Course on February 17, 2021 at a cost of \$145 plus GST.

CARRIED

2021-056

**11.7 APPOINT KAREN GREVE EDC AUDITOR**

Mayor Mycock  
Councillor Boyko

THAT Karen Greve be appointed Auditor of the Economic Development Corporation for 2020.

CARRIED

2021-057

**11.8 SIGNING AUTHORITY**

Councillor Boyko  
Councillor Stephan

THAT in accordance with The Municipalities Act s. 115(4) the Town Administrator/Chief Administrative Officer(CAO) Kelli Timmerman as well as one of the Mayor or Deputy Mayor shall have signing authority for cheques and other negotiable instruments of the Town of Lanigan;

AND THAT in the event the Town Administrator/Chief Administrative Officer(CAO) is not available, the Assistant Administrator, Karen Greve shall have signing authority;

AND FURTHER THAT Victoria Brookbank, Administrative Assistant be removed from the Town of Lanigan signing authority.

CARRIED

2021-058

**11.9 ADMINISTRATOR MENTORSHIP AGREEMENT**

Councillor Stephan  
Councillor Daelick

THAT the Town of Lanigan enter into an agreement with Joni Mack of Jansen, SK for Administrator Mentorship Services of Kelli Timmerman, CAO for a period of one year effective February 9, 2021 in accordance with terms set out in the agreement attached to and forming part of these minutes.

CARRIED

**11.10 CURLING RINK ASSISTANCE**

TABLED

**12. AGENDA ADDITIONS**

**13. BYLAWS**

2021-059

**14. ADJOURNMENT**

Councillor Daelick

THAT this meeting adjourns at 9:15pm.

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Mayor

\_\_\_\_\_  
Town Administrator