

Town of Lanigan
Meeting Minutes
November 22, 2021 - Regular Meeting of Council - 07:00 PM

The Regular Meeting of Council was held on Monday, November 22nd, 2021 in the Town Council Chambers at 110 Main Street, Lanigan, SK commencing at 7:00pm.

PRESENT: Councillors Marilyn Bodner, Kyle Boyko, Velda Daelick, Paul Mamer, Wendy Mehrer, James Stephan and Chief Administrative Officer Kelli Timmerman with Mayor Tony Mycock presiding.

STAFF:

ABSENT:

2021-387

1. CALL TO ORDER

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

2021-388

2. AGENDA

Councillor Bodner
Councillor Daelick

THAT the Agenda be adopted with additions as noted.

CARRIED

2021-389

3. MINUTES

Councillor Daelick
Councillor Mehrer

THAT the Minutes of the Regular Meeting of Council on November 8, 2021 be approved.

CARRIED

3.1 BUSINESS ARISING FROM THE MINUTES

2021-390

4. REPORTS

Councillor Stephan
Councillor Mehrer

THAT the following reports be accepted:
Heritage Minutes - September 14, 2021
Personnel Committee Report - November 5, 2021
LCDBWA Minutes - June 9, 2021

CARRIED

5. ADMINISTRATION

2021-391

5.1 CHIEF ADMINISTRATIVE OFFICER'S REPORT

Councillor Boyko
Councillor Mamer

THAT the Chief Administrative Officer's Report for November 22, 2021 be accepted.

CARRIED

2021-392

5.2 ACCOUNTS

Councillor Bodner
Councillor Boyko

THAT the general account cheques numbered #31861 – #31886 and Payroll #715 - #719 totaling \$28,789.48 be approved.

CARRIED

2021-393

5.3 FINANCIAL STATEMENTS

Councillor Mamer
Councillor Stephan

THAT the financial statements for October 2021 be accepted.
Statement of Financial Activities
Balance Sheet
Bank Reconciliation

CARRIED

2021-394

6. CORRESPONDENCE

Councillor Mehrer
Councillor Daelick

THAT the correspondence having been reviewed be filed:
Investing in Canada Infrastructure Program Guide 2021
SUMAssure 2022 Rate Increase

CARRIED

7. MAYOR AND COUNCILLOR FORUM

8. NEW BUSINESS

2021-395

8.1 BY-ELECTION

Councillor Boyko
Councillor Bodner

THAT a By-Election for the position of two councillors be held on February 23, 2022;

AND THAT Nomination Day shall be January 19, 2022.

CARRIED

2021-396

8.2 RETURNING OFFICER

Councillor Daelick
Councillor Mehrer

THAT Kelli Timmerman, CAO be appointed as Returning Officer for the By-Election of February 23, 2022.

CARRIED

2021-397

8.3 ELECTION OFFICIAL REMUNERATION

Councillor Stephan
Councillor Boyko

THAT the Town of Lanigan set election official remuneration for February 23, 2022 By-Election of \$300 per election official.

CARRIED

2021-398

8.4 IN CAMERA

Mayor Mycock
Councillor Boyko

THAT Council of the Town of Lanigan enter into IN CAMERA at 8:02pm under The Local Authority Freedom of Information and Protection of Privacy Act s.16(1)(b) consultations or deliberations involving officers or employees of the Town of Lanigan.

MEMBERS PRESENT:

Councillors Marilyn Bodner, Kyle Boyko, Velda Daelick, Paul Mamer, Wendy Mehrer and James Stephan and CAO Kelli Timmermann with Mayor Tony Mycock presiding.

Mayor Mycock called a RETURN to OPEN SESSION at 8:53pm.

CARRIED

CAO Kelli Timmerman left the meeting 8:26pm - 8:47pm.

2021-399

8.5 SALARY PROPOSAL 2022

Councillor Mamer
Councillor Mehrer

THAT Council authorizes wage increases, to be effective January 1, 2022, in accordance with the salary schedule attached to and forming a part of these Minutes.

CARRIED

2021-400

8.6 CELL PHONE ALLOWANCE POLICY

Councillor Mehrer
Councillor Boyko

THAT the Council of the Town of Lanigan accepts the Cell Phone Allowance Policy as presented;
AND THAT it form part of the Compensation Policy & Procedure in the Human Resource Manual;
AND FURTHER THAT it be effective beginning November 2021.

CARRIED

2021-401

8.7 PAY SCALE GRID

Councillor Bodner
Councillor Stephan

THAT Council accepts the proposed amendment to the Pay Scale Grid that forms a part of the Town of Lanigan Human Resource Manual.

CARRIED

2021-402

8.8 PUBLIC WORKS LABOURER

Councillor Daelick
Councillor Mamer

THAT the Town of Lanigan advertise to hire a permanent full-time Public Works employee;

AND THAT the Personnel Committee and the Director of Public Works & Utilities be granted permission to hire from the applications received and offer an appropriate wage in accordance with the Pay Scale Grid in our Human Resource Manual.

CARRIED

2021-403

8.9 RELIEF WATER/WASTEWATER FACILITY OPERATION AGREEMENT

Councillor Stephan
Councillor Boyko

THAT Council authorizes the Mayor and CAO to enter into an agreement for the purpose of Relief Water/Wastewater Facility Operation with Kirt Holowachuk in accordance with the terms and conditions of the agreement attached to and forming a part of these minutes.

CARRIED

2021-404

8.10 RELIEF WATER/WASTEWATER FACILITY OPERATION - TOWN OF LEROY

Councillor Daelick
Councillor Mehrer

THAT Council acknowledges that Brandon Uhryn, Director of Public Work and Utilites for the Town of Lanigan, will enter into an agreement with the Town of LeRoy for the purpose of Relief Water/Wastewater Facility Operation.

CARRIED

2021-405

8.11 PEST CONTROL OFFICER

Councillor Boyko
Councillor Mamer

THAT Dennis Friend be appointed as Pest Control Officer for the Town of Lanigan for 2022.

CARRIED

2021-406

8.12 HALL RENTAL REQUEST

Councillor Bodner
Councillor Mehrer

THAT the Lanigan & District Food Bank, conforming to all Provincial COVID-19 Guidelines & Regulations, be granted permission to use the Town Hall free of charge on December 13, 14 & 15, 2021 to co-ordinate their Christmas Hamper Campaign.

CARRIED

2021-407

8.13 UNTIDY & UNSIGHTLY

Councillor Mehrer
Councillor Boyko

THAT the following property be declared Untidy & Unsightly.

<u>Lot(s)</u>	<u>Block</u>	<u>Plan</u>	<u>Reason</u>
21 & 30	4	N2837	Strewn household items, furniture, wood, garbage and debris

CARRIED

2021-408

8.14 MUNICIPAL REVENUE SHARING GRANT - DECLARATION OF ELIGIBILITY

Councillor Stephan
Councillor Mamer

The Council of the Town of Lanigan confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2020 Public Report on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct;
- All members of Council have filed and annually updated their Public Disclosure Statements, as required; and

THAT we authorize Kelli Timmerman, CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

2021-409

8.15 YEAREND ACCOUNTS

Councillor Mehrer
Councillor Boyko

THAT Council authorize the Mayor and CAO to pay all accounts, not in dispute for yearend.

CARRIED

9. AGENDA ADDITIONS

9.1 PLAQUE PRESENTATIONS

2021-410

10. ADJOURNMENT

Councillor Mamer

THAT this meeting adjourns at 9:25pm.

Mayor

Chief Administrative Officer

Attachments

 [Salary Schedule 2022](#)