

Town of Lanigan
Meeting Minutes
March 28, 2022 - Regular Meeting of Council - 07:00 PM

The Regular Meeting of Council was held on Monday, March 28th, 2022 in the Town Council Chambers at 110 Main Street, Lanigan, SK commencing at 7:00pm.

PRESENT: Councillors Shanon Bay, Kyle Boyko, Velda Daelick, Jason Leffler, James Stephan and Chief Administrative Officer Kelli Timmerman with Mayor Tony Mycock presiding and Councillor Marilyn Bodner joining via videoconference.

STAFF: Recreation Director Michelle Stevenson

ABSENT:

2022-103

1. CALL TO ORDER

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

2022-104

2. AGENDA

Councillor Stephan
Councillor Daelick

THAT the Agenda be adopted as presented.

CARRIED

2022-105

3. MINUTES

Councillor Boyko
Councillor Bay

THAT the Minutes of the Regular Meeting of Council on March 14, 2022 be approved.

CARRIED

3.1 BUSINESS ARISING FROM THE MINUTES

4. DELEGATION

Mr. Stephan removed himself from his position as Councillor and presented as a Delegate at the meeting at 8:08pm. Mr. Stephan reviewed a proposed plan for development of his property in the Town of Lanigan's Future Urban Development zone and exited Council Chambers at 8:19pm.

4.1 7:30 PM - JAMES STEPHAN - PLANNING & DEVELOPMENT PROPOSAL

Mr. Stephan rejoined the meeting in his position as Councillor at 8:20pm.

2022-106

5. CORRESPONDENCE

Councillor Bodner
Councillor Leffler

THAT the correspondence having been reviewed be filed:
Ukranian Family Sponsored
Humboldt Regional Community Safety Inc - AGM Minutes March 23, 2022
Humboldt Regional Community Safety Inc - 2021 Annual Report

CARRIED

2022-107

6. REPORTS

Councillor Bay
Councillor Stephan

THAT the following reports be accepted:
LCDBWA Minutes - February 7, 2022

CARRIED

7. ADMINISTRATION

2022-108

7.1 RECREATION DIRECTOR REPORT

Councillor Boyko
Councillor Stephan

THAT the Recreation Report for March 2022 be accepted.

CARRIED

Recreation Director Michelle Stevenson left the meeting at 8:05pm.

2022-109

7.2 CHIEF ADMINISTRATIVE OFFICER'S REPORT

Councillor Daelick
Councillor Bay

THAT the Chief Administrative Officer's Report for March 28, 2022 be accepted.

CARRIED

2022-110

7.2.1 COUNCIL REMUNERATION & MILEAGE

Councillor Stephan
Councillor Boyko

THAT the following changes be made to the Town of Lanigan Expense Claim Form A:

- a) Travel Rate increased to \$0.62/km
- b) Meal Reimbursement increased to \$75 maximum (receipts required)
- c) Council Indemnity Half Day increased to \$150
- d) Committee Meetings shall convert to Council Indemnity Half Day rate when the duration of the meeting exceeds two hours.

CARRIED

2022-111

7.2.2 IN CAMERA

Mayor Mycock
Councillor Bodner

THAT Council of the Town of Lanigan enter into IN CAMERA at 9:27pm 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 Shanon Bay, Kyle Boyko, Velda Daelick and Jason Leffler and CAO Kelli Timmerman with Mayor Tony Mycock presiding and Councillor Marilyn Bodner via videoconference.

Mayor Mycock called a RETURN to OPEN SESSION at 9:49pm.

CARRIED

2022-112

7.2.2.1 ASSISTANT ADMINISTRATOR RETIREMENT

Councillor Stephan
Councillor Bay

THAT Council accept the Notice of Retirement of Karen Greve,
Assistant Administrator effective September 30, 2022;
AND THAT earned days and vacation pay contribute to period of notice
and that Karen Greve's last physical day of work shall be May 31, 2022;
AND THAT Council recognize Karen Greve's 35 years of dedication to
the Town of Lanigan and show appreciation with a \$1,000 cash gift.

CARRIED

2022-113

7.3 ACCOUNTS

Councillor Daelick
Councillor Boyko

THAT the general account cheques numbered #32171 – #32192 totaling
\$13,381.78 be approved.

CARRIED

2022-114

7.4 FINANCIAL STATEMENTS

Councillor Bodner
Councillor Boyko

THAT the financial statements for February 2022 be accepted.
Statement of Financial Activities
Balance Sheet
Bank Reconciliation

CARRIED

2022-115

7.5 YEAR END PRELIMINARY FINANCIAL

Councillor Stephan
Councillor Daelick

THAT the Year End Preliminary Financial Statement for 2021 be
accepted.

CARRIED

8. MAYOR AND COUNCILLOR FORUM

2022-116

8.1 EXTEND COUNCIL MEETING

Councillor Daelick
Councillor Boyko

THAT this meeting be extended past 10:00pm and continue until the
business of the meeting has been completed.

CARRIED

9. NEW BUSINESS

2022-117

9.1 SUMASSURE EMPLOYEE FIDELITY BOND

Councillor Bay
Councillor Bodner

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

2022-118

9.2 BYLAW ENFORCEMENT CONTRACT

Councillor Daelick
Councillor Leffler

THAT the Commissionaires be contracted for bylaw enforcement services from May 4, 2022 to October 19, 2022 once every two weeks for three enforcement hours plus travel time to and from Saskatoon at a cost of \$58.00 per hour plus applicable taxes.

CARRIED

9.3 CATPC - 2022 AGM INVITATION & INFORMATION

TABLED

2022-119

9.4 SUMA VOTING DELEGATE

Councillor Daelick
Councillor Bay

THAT the Town of Lanigan voting delegate appointment for the SUMA 2022 be amended from Councillor Boyko to Councillor Stephan.

CARRIED

2022-120

9.5 LANIGAN SWIMMING POOL STAFF WAGES

Councillor Stephan
Councillor Bay

THAT Pool Staff wages be set as follows for 2022:

	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year
Level1: Bronze Cross & First Aid/CPR	\$13.00	\$13.25	\$13.75	\$14.00	\$14.00	\$14.00
Level 2: NLA or RC Lifeguard	\$13.25	\$13.75	\$14.25	\$14.75	\$15.25	\$15.75
Level 3: NLA or RC Lifeguard & WSI	\$13.75	\$14.25	\$14.75	\$15.25	\$15.75	\$16.25
Level 4: Level 3 & LSI	\$14.25	\$14.75	\$15.25	\$15.75	\$16.25	\$16.75
Level 5: Manager	\$20.50	\$21.00	\$21.50	\$22.00	\$22.50	\$23.00

*When the pool manager is absent a head guard will be assigned and they will get \$1.00/hr premium for that shift.

**When no pool manager is hired, all senior guards will be paid \$.50/hr more to share the extra responsibilities.

Definitions:

WSI - Water Safety Instructor

NLA - National Lifesaving Award

RC Lifeguard - Red Cross Lifeguard

LSI - Lifesaving Instructor

Senior Guard - Minimum Level 3

Head Guard - A guard that is assigned to be in charge in the absence of the manager

Manager - The person that is hired as manager

CARRIED

2022-121

9.6 LANIGAN SWIMMING POOL STAFF

Councillor Leffler
Councillor Bodner

THAT the following candidates be offered employment at the Swimming Pool for the 2022 season and that wages shall be paid according to the salary schedule:

Chantel Richels - Guard/Instructor
Karli Craven - Guard/Instructor
Amber Knudsen - Guard/Instructor
Montana Kulchyski - Guard
Graydin Wilson - Junior Guard

CARRIED

2022-122

9.7 TENDER FOR CONSTRUCTION OF WATERPARK FACILITY

Councillor Bay
Councillor Boyko

THAT a Notice to Tender be posted on SaskTenders for the construction of the WaterPark facility, associated features and equipment. Sealed tenders shall be received until April 28, 2022 at 2:00pm local time.

CARRIED

9.8 OFFICIAL COMMUNITY PLAN - LANIGAN

Councillor James Stephan left Council Chambers at 10:46 PM after declaring conflict of interest regarding his development proposal and Future Land Use.

9.9 OFFICIAL COMMUNITY PLAN - FUTURE LAND USE

10. AGENDA ADDITIONS

2022-123

11. ADJOURNMENT

Councillor Daelick

THAT this meeting adjourns at 11:18pm.

Mayor

Chief Administrative Officer