

Town of Lanigan
Meeting Minutes
November 14, 2022 - Regular Meeting of Council - 07:00 PM

The Regular Meeting of Council was held on Monday, November 14, 2022 in the Town Council Chambers at 110 Main Street, Lanigan, SK commencing at 7:00pm.

PRESENT: Councillors Shanon Bay, Marilyn Bodner, Kyle Boyko, Velda Daelick, Jason Leffler and James Stephan and Assistant Administrator Vikki Brookbank with Mayor Tony Mycock presiding.

STAFF: Director of Public Works & Utilities Brandon Uhryn

ABSENT: Chief Administrative Officer Kelli Timmerman

2022-440

1. CALL TO ORDER

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

2. GOVERNANCE

2.1 TRAINING VIDEO - MODULE 2: WHAT DO YOU, AS AN ELECTED OFFICIAL, DO IF YOU HAVE A CONFLICT OF INTEREST?

2022-441

3. AGENDA

Councillor Bodner
Councillor Boyko

THAT the Agenda be adopted as circulated.

CARRIED

2022-442

4. MINUTES

Councillor Daelick
Councillor Leffler

THAT the Minutes of the Regular Meeting of Council on October 24, 2022 be approved.

CARRIED

4.1 BUSINESS ARISING FROM THE MINUTES

2022-443

5. CORRESPONDENCE

Councillor Stephan
Councillor Bay

THAT the correspondence having been reviewed be filed:
Town Promotion - Mayor Mycock
SaskTel Tower - Public Notification Package
SUMA Virtual Governance Review

CARRIED

2022-444

6. REPORTS

Councillor Daelick
Councillor Bodner

THAT the following reports be accepted:
MSMA Minutes - Sept 1 & Oct 6, 2022

CARRIED

7. ADMINISTRATION

Director of Public Works & Utilities Brandon Uhryn joined the meeting at 8:45pm.

2022-458

7.1 PUBLIC WORKS & UTILITIES

Councillor Leffler
Councillor Bay

THAT the Director of Public Works & Utilities' Report for October 2022 be accepted.

CARRIED

2022-445

7.2 CHIEF ADMINISTRATIVE OFFICER'S REPORT

Councillor Leffler
Councillor Bay

THAT the Chief Administrative Officer's Report for November 14, 2022 be accepted.

CARRIED

2022-446

7.3 ACCOUNTS

Councillor Bodner
Councillor Leffler

THAT the general account cheques numbered #32768 – #32830, Pre-Authorized #68 and #1055 - #1058, and Payroll #942 - #957 totaling \$214,172.38 be approved.

CARRIED

2022-447

7.4 FINANCIAL STATEMENTS

Councillor Boyko
Councillor Bay

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

CARRIED

8. MAYOR AND COUNCILLOR FORUM

9. UNFINISHED BUSINESS

2022-448

9.1 10 MAIN STREET - CONTENTS

Councillor Bay
Councillor Leffler

THAT the Town of Lanigan host a public auction for the sale of the contents at 10 Main Street;
AND THAT any profit after all auction fees and expenses are paid, be applied to the outstanding taxes.

CARRIED

2022-449

9.2 MSMA REGIONAL EMERGENCY MANAGEMENT PLAN

Councillor Daelick
Councillor Bodner

WHEREAS the Town of Lanigan supports and authorizes staff to apply for a cost-shared grant opportunity from the Targeted Sector Support (TSS) Initiative Cost-Shared Grant program;
BE IT RESOLVED that the Town of Lanigan is supportive of and has authorized a contributing shared role in the Mid-Sask Regional Emergency Measures Response Plan project as a partnering municipality through completion of updates to its Emergency Measures Response Plan;
BE IT FURTHER RESOLVED that the Town of Lanigan commits \$2,778.00 from its budget toward the costs of the initiative.

CARRIED

10. NEW BUSINESS

2022-450

10.1 LANIGAN & DISTRICT WATERPARK SASKENERGY SERVICE CONNECTION

Councillor Leffler
Councillor Boyko

THAT the Town of Lanigan accepts the quote from SaskEnergy for service connection to the Lanigan & District WaterPark of \$11,299.43 plus applicable taxes.

CARRIED

2022-451

10.2 NEW PAYMENT METHOD

Councillor Daelick
Councillor Bay

THAT the Town of Lanigan commence to accept Visa and Mastercard as a method of payment at the Town Office;
AND THAT any service charges for the transaction be recovered from the user at the point of sale.

CARRIED

2022-452

10.3 AUDITED FINANCIAL STATEMENT

Councillor Bodner
Councillor Boyko

THAT the 2021 Audited Financial Statement be published on the Town of Lanigan website;
AND THAT a notice of availability be published in the Lanigan Advisor in accordance with *The Municipalities Act* s. 185(3).

CARRIED

2022-453

10.4 FINANCIAL AUDIT SERVICES

Councillor Bodner
Councillor Bay

THAT the Town of Lanigan accepts the quote from Baker Tilly SK LLP of \$9,800.00 plus applicable taxes to be contracted to perform the 2022 Financial Audit and to prepare the 2022 Audited Financial Statements.

CARRIED

10.5 DEVELOPMENT APPEALS BOARD

Councillor Stephan
Councillor Boyko

THAT the Town of Lanigan appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Pam Malach, Stew Demmans, and Stu Hayward. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers;

AND THAT the Town of Lanigan appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

10.6 BOARD OF REVISION

Councillor Boyko
Councillor Daelick

THAT the Town of Lanigan appoints Western Municipal Consulting Ltd. to manage the Board of Revision process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Dave Gurnsey, Murray Dean, and Stew Demmans. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers;

AND THAT the Town of Lanigan appoints Kristen Tokaryk with Western Municipal Consulting Ltd. as Secretary to the Board of Revision for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Kristen Tokaryk is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

CARRIED

10.7 SUMA MERITORIOUS AWARDS

Councillor Leffler
Councillor Bay

THAT the Town of Lanigan nominate former employees Karen Greve and Michael Senga for the Meritorious Service Awards being presented at the 2023 SUMA Convention being held in Saskatoon, SK on April 16-19, 2023 with expenses to be reimbursed as per policy relating to existing employees.

CARRIED

2022-457

10.8 BUILDING OFFICIAL ORDER - 10 MAIN STREET

Councillor Daelick
Councillor Bay

THAT the Town of Lanigan acknowledge the receipt of the Building Official's Demolition Order for 10 Main Street as submitted by MuniCode Services Ltd.

CARRIED

2022-459

10.9 IN CAMERA

Mayor Mycock
Councillor Bodner

THAT Council of the Town of Lanigan enter into IN CAMERA at 8:55pm 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, Marilyn Bodner, Kyle Boyko, Velda Daelick, Jason Leffler and James Stephan, Director of Public Works & Utilities Brandon Uhryn and Assistant Administrator Vikki Brookbank with Mayor Tony Mycock presiding.

Mayor Mycock called a RETURN to OPEN SESSION at 9:20pm.

CARRIED

11. AGENDA ADDITIONS

2022-460

12. ADJOURNMENT

Mayor Mycock
Councillor Boyko

THAT this meeting adjourns at 9:25pm.

CARRIED

Mayor

Assistant Administrator