

**Town of Lanigan**  
**Meeting Minutes**  
**October 24, 2022 - Regular Meeting of Council - 07:00 PM**

The Regular Meeting of Council was held on Monday, October 24, 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 Chief Administrative Officer Kelli Timmerman with Mayor Tony Mycock presiding.

ABSENT: Councillor James Stephan

STAFF: Recreation Director Michelle Stevenson and Assistant Administrator Vikki Brookbank

2022-411

**1. CALL TO ORDER**

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

2022-412

**2. AGENDA**

Councillor Bay  
Councillor Bodner

THAT the Agenda be adopted as circulated.

CARRIED

**3. GOVERNANCE**

**3.1 TRAINING VIDEO - MODULE 1: WHAT IS A CONFLICT OF INTEREST?**

2022-413

**4. MINUTES**

Councillor Leffler  
Councillor Bodner

THAT the Minutes of the Regular Meeting of Council on October 11, 2022 be approved.

CARRIED

**4.1 BUSINESS ARISING FROM THE MINUTES**

2022-414

**5. CORRESPONDENCE**

Councillor Boyko  
Councillor Daelick

THAT the correspondence having been reviewed be filed:  
2022 Potash Tax Sharing Distributions  
SUMAssure Rate Letter 2022/23  
SaskPower Invitation

CARRIED

2022-415

**6. REPORTS**

Councillor Bay  
Councillor Daelick

THAT the following reports be accepted:  
Primary Health Minutes - October 11, 2022  
Library - Fall General Meeting  
CATPC Meeting - April 27, 2022

CARRIED

**7. ADMINISTRATION**

2022-416

**7.1 RECREATION**

Councillor Bodner  
Councillor Leffler

THAT the Recreation Report for October 2022 be accepted.

CARRIED

Recreation Director Michelle Stevenson left the meeting at 7:55pm.

2022-417

**7.2 CHIEF ADMINISTRATIVE OFFICER'S REPORT**

Councillor Boyko  
Councillor Bodner

THAT the Chief Administrative Officer's Report for October 24, 2022 be accepted.

CARRIED

2022-418

**7.3 ACCOUNTS**

Councillor Bay  
Councillor Boyko

THAT the general account cheques numbered #32736 – #32767, Pre-Authorized #1018 - #1054, and Payroll #937 - #941 totaling \$719,121.88 be approved.

CARRIED

**8. MAYOR AND COUNCILLOR FORUM**

**9. NEW BUSINESS**

**9.1 2021 AUDITED FINANCIAL STATEMENTS**

2022-419

**9.1.1 RESCIND RES.2022-328 RE: 2021 AUDITED FINANCIAL STATEMENT DRAFT**

Councillor Bay  
Councillor Boyko

THAT resolution #2022-328 approving the 2021 Audited Financial Statement Draft be rescinded.

CARRIED

2022-420

**9.1.1.1 2021 AUDITED FINANCIAL STATEMENT DRAFT**

Councillor Daelick  
Councillor Leffler

THAT the Draft 2021 Audited Financial Statement be approved as submitted by Grant Thornton, LLP.

CARRIED

2022-421

**9.1.2 RESCIND RES.2022-329 RE: MUNICIPAL OPERATIONS**

Councillor Leffler  
Councillor Bay

THAT resolution #2022-329 that the Town of Lanigan confirm there have been no events or transactions that have occurred since January 1, 2022 that could have a significant impact on municipal operations or a significant effect on these financial statements going forward be rescinded.

CARRIED

2022-422

**9.1.2.1 MUNICIPAL OPERATIONS**

Councillor Boyko  
Councillor Daelick

THAT the Town of Lanigan confirms there have been no events or transactions that have occurred since January 1, 2022 that could have a significant impact on municipal operations or a significant effect on these financial statements going forward.

CARRIED

**9.2 AGREEMENTS FOR 12 MAPLE PLACE**

2022-423

**9.2.1 TENANT AGREEMENT**

Councillor Bodner  
Councillor Daelick

THAT the Town of Lanigan accepts the Tenant Agreement as attached to and forming a part of these minutes;

AND THAT the Town of Lanigan enter into this agreement with Haley Wagar effective November 1, 2022.

CARRIED

2022-424

**9.2.2 TENANT AGREEMENT FOR DOCTOR**

Councillor Leffler  
Councillor Daelick

THAT the Town of Lanigan accepts the Tenant Agreement - Doctor as attached to and forming a part of these minutes;

AND THAT the Town of Lanigan enter into this agreement with Dr. Eman Nan effective November 1, 2022.

CARRIED

2022-425

**9.2.3 PROPERTY MANAGEMENT AGREEMENT**

Councillor Daelick  
Councillor Bodner

THAT the Town of Lanigan accepts the Property Management Agreement as attached to and forming a part of these minutes;

AND THAT the Town of Lanigan enter into this agreement with Angela Zazula effective November 1, 2022.

CARRIED

**9.3 10 MAIN STREET**

**9.3.1 CONTENTS**

TABLED

2022-426

**9.3.2 BUILDING INSPECTION**

Councillor Daelick  
Councillor Bay

THAT the Town of Lanigan contracts MuniCode Services Ltd. to conduct a bulding inspection to determine the condition of the building on 10 Main Street.

CARRIED

**9.4 LIST OF LANDS IN ARREARS**

2022-427

**9.4.1 PRESENT LIST OF LANDS IN ARREARS**

Councillor Bodner  
Councillor Leffler

THAT Council for the Town of Lanigan acknowledges that the List of Lands in Arrears has been presented to the head of Council.

CARRIED

2022-428

**9.4.2 LIST OF LANDS - THE TAX ENFORCEMENT ACT S.3(3)**

Councillor Daelick  
Councillor Leffler

THAT in accordance with *The Tax Enforcement Act* s.3(3) the Administrator not include in the list of lands in arrears any properties where the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy with respect to that land.

CARRIED

2022-429

**9.5 WATER AND WASTEWATER TREATMENT UPGRADE PROJECT AUDIT**

Councillor Bay  
Councillor Leffler

We, the management of the Town of Lanigan, assert that we are in compliance as of October 24th, 2022, with Sections 3.1; 3.2(b)-(d),(h); 6.1(b); 6.2(b); 7.1; 7.2; 15.1; 17; Schedule A; and Schedule B-B.1,B.2,B.3,B.5. (“the material provisions”) of our contribution agreement dated October 11th, 2016, and amended November 27th,2017 with the Ministry of Government Relations with respect to Project # 20150117 (Water and Wastewater Treatment Upgrade) under the Canada-New Building Canada Fund – Provincial Territorial Infrastructure Component - National/Regional Projects (the “NRP Agreement”).

CARRIED

2022-430

**9.6 RADIO FREQUENCY WATER METER READ SOFTWARE UPGRADE**

Councillor Daelick  
Councillor Leffler

THAT the Town of Lanigan accepts the quote from Flocor Inc. of \$6,290.00 plus applicable taxes to purchase the Neptune 360 radio frequency software required for water meter reading.

CARRIED

2022-431

**9.7 NEW BUSINESS RECOGNITION POLICY**

Councillor Daelick  
Councillor Boyko

THAT the New Business Recognition Policy #6-2 be rescinded.

CARRIED

2022-432

**9.8 SASKPOWER EASEMENT AGREEMENT**

Mayor Mycock  
Councillor Bay

THAT the Town of Lanigan accepts the Easement Agreement with SaskPower.

CARRIED

2022-433

**9.9 FIRE ASSOCIATION CAPITAL FUNDING AGREEMENT**

Councillor Bodner  
Councillor Boyko

THAT the Town of Lanigan approves the Lanigan & District Fire Association Capital Funding Agreement as presented and shall ratify this agreement by bylaw once all parties have agreed to the proposal.

CARRIED

2022-434

**9.10 HAYLAND LEASE AGREEMENT TERMINATION**

Councillor Daelick  
Councillor Bay

WHEREAS the tenants of the land identified in the Hayland Lease Agreement has failed to carry out the provisions of the agreement in 2021 and 2022;

THAT the Town of Lanigan terminate the Hayland Lease Agreement with the existing tenants and reclaim the land;

AND THAT the Hayland Lease Agreement may be reassigned to new tenant(s) beginning in 2023.

CARRIED

2022-435

**9.11 MSMA REGIONAL FORUM MEETING**

Councillor Leffler  
Councillor Daelick

THAT all members of Council be granted permission to attend MSMA's Regional Forum on November 8, 2022.

CARRIED

**9.12 MSMA REGIONAL EMERGENCY MANAGEMENT PLAN**

TABLED

2022-436

**9.13 MUNICIPAL LEADERSHIP DEVELOPMENT PROGRAM  
TRAINING OPPORTUNITIES**

Councillor Bodner  
Councillor Daelick

THAT Councillor Shanon Bay be registered to virtually attend the MLDP - Municipal Leaders' Roles and Responsibilities on November 22, 2022 at a cost of \$45 plus GST.

AND THAT Kelli Timmerman, CAO be registered to complete the MLDP - Community and Land Use Planning online module at a cost of \$75 plus GST.

CARRIED

2022-437

**9.14 DEPUTY MAYOR SCHEDULE**

Councillor Bay  
Councillor Leffler

THAT the Deputy Mayor Schedule be amended as follows:

November, December 2022 & January 2023	Councillor Boyko
February – April 2023	Councillor Bodner
May – July 2023	Councillor Leffler
August – October 2023	Councillor Daelick
November, December 2023 & January 2024	Councillor Stephan
February – April 2024	Councillor Daelick
May – July 2024	Councillor Bay
August – October 2024	Councillor Boyko

CARRIED

2022-438

**9.15 EMPLOYEE CHRISTMAS GIFT**

Councillor Daelick  
Councillor Leffler

THAT a Christmas gift be given to full-time staff of \$150 each and part-time staff of \$75 each.

CARRIED

**10. AGENDA ADDITIONS**

2022-439

**11. ADJOURNMENT**

Mayor Mycock  
Councillor Leffler

THAT this meeting adjourns at 10:00pm.

CARRIED

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Mayor

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Chief Administrative Officer

**Attachments**

 [Tenant Agreement](#)

 [Tenant Agreement for Doctor](#)

 [Property Management Agreement](#)