

**Town of Lanigan**  
**Meeting Minutes**  
**September 11, 2023 - Regular Meeting - 07:00 PM**

The Regular Meeting of Council was held on Monday, September 11, 2023 in the Town Council Chambers at 110 Main Street, Lanigan, SK commencing at 7:00 pm.

PRESENT: Councillors Shanon Bay, Marilyn Bodner, Kyle Boyko, Velda Daelick, Jason Leffler, James Stephan and Chief Administrative Officer Shauna Bourassa with Mayor Tony Mycock presiding.

STAFF: Director of Public Works & Utilities Brandon Uhryn and Recreation Director Michelle Stevenson

ABSENT:

**1. CALL TO ORDER**

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

2023-324

**2. AGENDA**

Councillor Bodner  
Councillor Bay

That the Agenda be adopted with the following amendments:  
10.1 Kelli Timmerman request be moved to an in camera session  
10.2 Human Resources be held in a in camera session

**3. CONFLICT OF INTEREST - DECLARATION**

2023-325

**4. MINUTES**

Councillor Stephan  
Councillor Boyko

That the Minutes of the Regular Meeting of Council held on August 14, 2023 be approved as amended.

CARRIED

**4.1 BUSINESS ARISING FROM THE MINUTES**

Note: Pat Sereda was registered for the Arena Operator course, but Recreation Director Michelle Stevenson was unable to register for the Level 2 course in Moose Jaw or find another location where the course was being held.

2023-326

**5. CORRESPONDENCE**

Councillor Leffler  
Councillor Stephan

That the correspondence having been reviewed be filed:  
Saskatchewan Area Transportation Planning Committee.

CARRIED

2023-327

**5.1 SASKATCHEWAN AREA TRANSPORTATION PLANNING COMMITTEE ANNUAL CONVENTION**

Councillor Leffler  
Councillor Stephan

That the Town of Lanigan approve Councillor Boyko's attendance at the Saskatchewan Area Transportation Planning Committee Annual Convention October 10 and 11, 2023, in Saskatoon, and that all Councillor Boyko's expenses be paid by the Town for attending.

CARRIED

**6. ADMINISTRATION**

2023-328

**6.1 PUBLIC WORKS & UTILITIES**

Councillor Bay  
Councillor Boyko

That the Director of Public Works & Utilities' Report for September 2023 be accepted.as presented.

CARRIED

Director of Public Works & Utilities Brandon Uhryn left the meeting at 7:15 pm.

2023-329

**6.2 CHIEF ADMINISTRATIVE OFFICER'S REPORT**

Councillor Daelick  
Councillor Bodner

That the Chief Administrative Officer's Report for September 11, 2023 be accepted as presented.

CARRIED

2023-330

**6.2.1 CHIEF ADMINISTRATIVE OFFICER AGREEMENT**

Councillor Stephan  
Councillor Boyko

That the Town of Lanigan appoint Shauna Bourassa as Chief Administrative Officer effective September 11, 2023 and sign the contract agreement with her for services.

CARRIED

2023-331

**6.2.2 SYSTEM ACCESS FOR CHIEF ADMINISTRATIVE OFFICER**

Councillor Daelick  
Councillor Stephan

That the Town of Lanigan approve access of the Munisoft system to Shauna Bourassa.

CARRIED

2023-332

**6.2.3 RENTAL AGREEMENT 12A MAPLE PLACE**

Councillor Leffler  
Councillor Bodner

That the Town of Lanigian enter into a short term rental agreement at 12A Maple Place with Shauna Bourassa.

CARRIED

**6.3 RECREATION**

Recreation Director Michelle Stevenson joined the meeting at 7:44 p.m. and left the meeting at 8:23 p.m.

**6.3.1 QUOTE FOR DOORS**

TABLED

**6.3.2 LANIGAN PIRATES HOCKEY TEAM RATE**

TABLED

**6.3.3 ARENA FLOORING QUOTE**

TABLED

**6.3.4 RETAIN STAFF MEMBER - KAYLEE ZAZULA**

TABLED

2023-333

**6.4 ACCOUNTS**

Councillor Boyko  
Councillor Bay

That the general account cheques numbered #33436 to #33477, pre-authorized payments #1486 to #1527 and payroll #1275 to 1306 and #1 to 32, totaling \$241,605.97 be approved.

CARRIED

**7. MAYOR AND COUNCILLOR FORUM**

**8. NEW BUSINESS**

**8.1 INVESTMENT RATES FOR TERM DEPOSITS**

TABLED

2023-334

**8.2 INFORMATION REQUEST**

Councillor Stephan  
Councillor Boyko

That the Town of Lanigan provide the current request for information (items that can be released) at no charge.

CARRIED

2023-335

**8.3 SIGNING AUTHORITY**

Councillor Bodner  
Councillor Bay

That in accordance with The Municipalities Act s. 115(4) the Administrator/CAO 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 as Chief Administrative Officer, Shauna Bourassa shall have signing authority and that Sherry Schickerowski, Administrative Assistant have signing authority in the absence of the Chief Administrative Officer for all electronic payments and authorizations for pre-authorized payments and payroll approvals, effective September 11, 2023.

CARRIED

**8.4 AIRPORT MAINTENANCE**

Council requested Director of Public Works & Utilities Brandon Uhryn look into a solution to repair.

2023-336

**8.5 SASKPOWER - SEACAN**

Councillor Boyko  
Councillor Leffler

That SaskPower be able to place a seacan at the airport following the Town of Langian policy.

CARRIED

**8.6 KIRSCH CONSTRUCTION - TRAILERS**

Council discussed and do not have any areas with services.

**9. AGENDA ADDITIONS**

2023-337

**9.1 MOTION TO GO IN CAMERA**

Mayor Mycock  
Councillor Bay

That Council of the Town of Lanigan enter into IN CAMERA at 8:44 p.m. 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, Marilyn Bodner, Velda Daelick, Jason Leffler, James Stephan and Cheif Adminsitrative Officer Shauna Bourassa with Mayor Tony Mycock presiding.

Mayor Mycock called a RETURN to OPEN SESSION at 9:38 p.m.

CARRIED

2023-338

**9.2 KELL TIMMERMAN REQUEST**

Councillor Boyko  
Councillor Bay

That the Town of Lanigan agree to Kelli Timmerman's request and split her severance pay into two payments, one in 2023 and the second in 2024.

Name	Yes	No	Abstained	Absent
Councillor Bay	✓			
Councillor Bodner	✓			
Councillor Boyko	✓			
Councillor Daelick	✓			
Councillor Leffler	✓			
Mayor Mycock	✓			
Councillor Stephan	✓			

CARRIED

2023-339

**10. ADJOURNMENT**

Mayor Mycock  
Councillor Bay

That this meeting adjourns at 9:40 p.m.

CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

**Attachments**

 Public Works & Utilities 1

 CAO Report