

## Minutes

### Town of Lashburn

#### Regular Council Meeting

Monday December 12, 2023

A Regular Meeting of the Council of the Town of Lashburn was held in the Town Office on Monday, December 12, 2023.

Present	Mayor Steven Turnbull, Councilors Vaughn Bellin, William Hall, Leonard Lapierre, Laura Lea-Bowman, Catlin Poirier and Acting Chief Administrative Officer Brad McKenzie
Call to Order	A quorum being present, Mayor Steven Turnbull called the meeting to order at 7:00 p.m.
Agenda 2022-191	Moved by Hall, Seconded by Poirier, that: the agenda be approved with the following additions:  J. (e). Auditor's Engagement Letter (f). Revenue Sharing Declaration of Eligibility (g). Christmas Hampers (h). CAO Position (i). Sidewalks (j). Recreation Board  Carried
Minutes 2022-192	Moved by Bowman, Seconded by Bellin, that: the minutes from the December 1, 2022 regular meeting be approved as read.  Carried
Correspondence 2022-193	Moved by Bellin, Seconded by Hall, that: the correspondence as read be acknowledged.  Carried
Summer Jobs 2022-194	Moved by Lapierre, Seconded by Bellin, that: Administration apply to the Canada Summer jobs program for the hiring of two summer term maintenance staff persons.  Carried
Christmas Bonuses 2022-195	Moved by Bellin, Seconded by Poirier, that: one time Christmas bonuses of \$300.00 be provided to all permanent full time employees.  Carried
2022 Audit 2022-196	Moved by Poirier, Seconded by Lapierre, that: Administration engage HRO for the 2022 audit and preparation of financial statements.  Carried
MRS 2022-197	Moved by Bowman, Seconded by Bellin, that: The Council of the Town of Lashburn confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant: - Submission of the 2021 Audited Financial Statement to the Ministry of

Government Relations;  
-Submission of the 2021 Public Reporting 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; and  
- All members of council have filed and annually updated their Public Disclosure Statements, as required;  
-and that we authorize Administration to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried

List of Accounts  
2022-198

Moved by Lapierre, Seconded by Bellin, that: accounts covered by cheques 12645 to 12671 in the amount of \$48, 980.27, a list attached and forming part of these minutes, be approved for payment.

Carried

Bank Rec  
2022-199

Moved by Lapierre, Seconded by Hall, that: the bank reconciliation for the month of November, 2022 be approved as presented.

Carried

Financial  
Summary  
2022-200

Moved by Poirier, Seconded by Bowman, that: the statement of financial activity for the month of November, 2022, be approved as presented.

Carried

Adjournment  
2022-201

Moved by Bellin, Seconded by Poirier, that: we now adjourn at 8:29 p.m.

Carried

During the course of the meeting the following were in attendance:

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Mayor

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Administrator