



**A G E N D A**  
**TOWN OF LAMPMAN**  
**Regular Meeting – November 21, 2024**

**SIGNING OF OATHS OF OFFICE**

**Resolution 2024-11-0**

**Moved by:** Carnduff

That the Oaths of Office be read and be signed by Members of Council.

**CARRIED**

1. **CALL TO ORDER 6:30 pm**

Mayor Greening called the meeting to order at 6:30 pm, the attendance being as follows:

Mayor – Scott Greening

Deputy Mayor – Jadon Carnduff

Councillor – Roy Raynard

Councillor – Daryle Runge

Councillor – Ryan Saxon

Councillor – Dena Scott arrived at 9:50 pm

Councillor – Kelly Storlie

Administrator – Teresa Dyck

Assistant Administrator – Lee Ann Karcha

Kane Robertson 6:57-7:22pm

2. **CONFLICT OF INTEREST**

Councillor Carnduff Declared Conflict of Interest with item 9.5, 13.15, 13.16.

3. **ADDITIONS OF URGENT OR EMERGENT BUSINESS**

**Resolution 2024-11-3**

**Moved by:** Saxon

That Council add the following items to the agenda:

13.22 Savings of 400,000 to reserve for Water Treatment Plant

13.24 Fire Hall upgrades

**CARRIED**

4. **APPROVAL OF AGENDA**

**Resolution 2024-11-4**

**Moved by:** Storlie

That Council approve the amended agenda.

**CARRIED**

S.G. AD

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5. **MINUTES**

1. Regular Meeting Minutes October 16, 2024

**Resolution 2024-11-5.1**

**Moved by:** Runge

That Council approve the Regular Meeting Minutes from October 16, 2024.

**CARRIED**

2. Special Meeting Minutes November 5, 2024

**Resolution 2024-11-5.2**

**Moved by:** Saxon

That Council approve the Special Meeting Minutes from November 5, 2024.

**CARRIED**

6. **BANK RECONCILIATION** Chequing, Savings, Foodbank

1. October 2024

**Resolution 2024-11-6**

**Moved by:** Runge

That Council accept the Bank Reconciliation for October 2024.

**CARRIED**

7. **FINANCIALS**

1. October 2024 – Affinity Bank Account

**Resolution 2024-11-7.1**

**Moved by:** Storlie

That Council accept the Affinity Bank Statement for October 2024.

**CARRIED**

2. Financial Statement October 2024

**Resolution 2024-11-7.2**

**Moved by:** Raynard

That Council accept the financial statement for October 2024.

**CARRIED**

8. **LIST OF ACCOUNTS FOR APPROVAL**

1. November 21, 2024

**Resolution 2024-11-8**

**Moved by:** Runge

That Council approve the November 21, 2024 List of Accounts for Approval as:

Cheques #758 – 799 in the amount of \$99,605.20, OB2024-224 – OB 2024-253 in the amount of \$34,900.08, Food Bank 2024-47 -2024- 50 in the amount of 345.04, Paymate Batches October 1- October 31 in the amount of \$22,378.18 and Council Indemnity for October in the amount of \$2,250.00 for a total of \$ 159,478.50.

**CARRIED**

9. **CORRESPONDENCE**

1. Water Vendor supplier

2. Gratitude for Back Alley Improvements

3. WTP Delco Pilot project update

4. Landworks Civil Engineering

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Carnduff left the meeting at 8:30pm.

5. RM of Browning Joint meeting

**Resolution 2024-11-9.5**

**Moved by:** Greening

That Council authorize the Administrator to send a letter of reply to schedule a joint meeting on January 8<sup>th</sup> at 7:00pm, with the RM of Browning.

**CARRIED**

Carnduff returned to the meeting at 8:35pm.

6. Virtual Training for Council Members Dec 5,2024

7. Stops to Violence Training

8. CN Rail Snow Letter, Winter Safety

**Resolution 20214-11.9.8**

**Moved by:** Carnduff

That Council file the correspondence as dealt with.

**CARRIED**

10. **COMMITTEE MEETINGS/INFORMATION/REPORTS**

1. SETPC Minutes September 24, 2024

2. RCMP Report November 13,2024

3. SE Regional Library Report October 26, 2024

**Resolution 2024-11-10**

**Moved by:** Storlie

That Council acknowledge the committee reports as presented.

**CARRIED**

11. **ADMINISTRATION REPORT**

Councillor Carnduff left the meeting 8:55 pm.

11.1 Hours in Lieu of Rec Director

**Resolution 2024-11-11.1**

**Moved by:** Saxon

That the Town submit an invoice to the Lampman Recreation Board for the cost of time spent to operate the Rec Board until the Rec Director was hired and trained.

**CARRIED**

Carnduff returned to the meeting 9:00pm.

11.2 Sand Source Demolition Permit

**Resolution 2024-11-11.2**

**Moved by:** Raynard

That the Administrator get the required documents and permit fee and damage deposit for the demolition of the Sand Source site.

**CARRIED**

S.G.  
CAD

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12. **UNFINISHED BUSINESS**

1. Flood Grant Application

**Resolution 2024-11-12**

**Moved by:** Carnduff

That Council authorize the Administrator to sign and return the WSA Flood Grant application to the Water Security Agency.

**CARRIED**

13. **NEW BUSINESS**

1. Public Disclosure Statements

**Resolution 2024-11-13.1**

**Moved by:** Carnduff

That the Public Disclosure Statements be signed and accepted, and filed.

**CARRIED**

2. Deputy Mayor

**Resolution 2024-11-13.2**

**Moved by:** Runge

That Jadon Carnduff be appointed as Deputy Mayor for the first 6 months of office from November 2024 to April 2025.

**CARRIED**

3. Legislation, Bylaws, Policies

**Resolution 2024-11-13.3**

**Moved by:** Raynard

That the Bylaws, Policies and Legislation be circulated, discussed and The Council Procedures and Policies Acknowledgement and Declaration form be signed by each Council Member.

**CARRIED**

4. Rates and Appointments

**Resolution 2024-11-13.4**

**Moved by:** Saxon

That the Appointments, Rates and Committees of the Town of Lampman for 2025 be hereby approved as attached to, forming part of these minutes.

**CARRIED**

5. Ratify Building Permit 24-007- Property 22 7 101319128 Roll 109

**Resolution 2024-11-13.5**

**Moved by:** Carnduff

That Permit 24-07 that was approved on October 23, be ratified for Roll 109 to replace the basement foundation.

**CARRIED**

6. PBI Appointment

**Resolution 2024-11-13.6**

**Moved by:** Runge

That the PBI appointment for 2025 be approved.

**CARRIED**

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7. PBI Fee Approval

**Resolution 2024-11-13.7**

**Moved by:** Runge

That the PBI fee structure for 2025 be accepted.

**CARRIED**

8. Write off MEPP Receivable Accounts

**Resolution 2024-11-13.8**

**Moved by:** Greening

That Council authorize the Administrator to write off Account 110-320-155 MEPP Receivable account in the amount of \$2,264.87 and Account 110-320-160 MEPP Receivable account in the amount of \$364.54.

**CARRIED**

9. Agreements for payment of Tax arrears roll 21, 147

**Resolution 2024-11-13.9**

**Moved by:** Carnduff

That Council accept the signed agreements for roll 21 of a \$1500 initial payment and \$750 payment bimonthly on the 1<sup>st</sup> and 16<sup>th</sup> of each month and for roll 147 a \$500 initial payment and \$250 bi monthly on the 1<sup>st</sup> and 16<sup>th</sup> of each month, commencing on November 16<sup>th</sup> to October 16, 2027 dated November 4<sup>th</sup>, 2024 for Rolls 21, 147. Council at their discretion may renew the agreements.

**CARRIED**

10. Contract Water/Wastewater Facility Operator

**Resolution 2024-11-13.10**

**Moved by:** Runge

That Council ratify hiring of Ryder Scholpp as the contract operator to perform oversight as Water/Wastewater Facility Operator for two visits a month in the amount of \$250 per visit.

**CARRIED**

11. Write off AR# 257

**Resolution 2024-11-13.11**

**Moved by:** Saxon

That Council authorize the Administrator to write of AR Account #257 in the amount of \$220.00 dating back to 2020 for towing charges.

**CARRIED**

12. Write off AR# 262

**Resolution 2024-11-13.12**

**Moved by:** Storlie

That Council authorize the Administrator to write off AR Account # 262 for \$70 which was a double charge for a water meter deposit.

**CARRIED**

SGD

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13. Time Off Request

**Resolution 2024-11-13.13**

**Moved by:** Runge

That Council approve the time off requests as follows:

Rescind Teresa Dyck Time off – Oct 25, 28

Request Teresa Dyck Time off Nov 1 Time in Lieu

**CARRIED**

14.1 Christmas Party

**Resolution 2024-11-13.14.1**

**Moved by:** Greening

That Council approve the Christmas party being held on December 7, 2024 to supper at the Legion and Tickets to the Lampman Community Theatre for Council, staff and significant others.

**CARRIED**

14.2 Christmas Bonus

**Resolution 2024-11-13.14.2**

**Moved by:** Raynard

That Council approve Kane Robertson receive \$100 in Lampman bucks and rest of the full- time employees receive a \$300 Christmas bonus.

**CARRIED**

14.3 Thank you Bonus

**Resolution 2024-11-13.3**

**Moved by:** Raynard

That Council approve \$200 thank you bonus to Steve in appreciation for all of his extra time and commitment to keep Rec and Town running while the foreman position was being filled to be paid on his next pay cheque.

**CARRIED**

Carnduff left the meeting at 9:18pm.

15. Rec Director Wage

**Resolution 2024-11-13.15**

**Moved by:** Storlie

That Council ratify motion to accept the wage of the Rec Director to be \$45,000 / per year.

**CARRIED**

16. Tobin Johnson Wage Rec 18.00 per hour

**Resolution 2024-11-13.16**

**Moved by:** Runge

That Council ratify motion to accept the wage for the Tobin Johnson as Rec Maintenance part time staff at \$18.00 per hour.

**CARRIED**

Carnduff returned to the meeting at 9:20pm.

*SB 11/21/24*

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17. Renewal of Administrator Conditional Certificate

**Resolution 2024-11-13.17**

**Moved by:** Carnduff

That Council authorize the Administrator to renew her Conditional Certificate with UMAAS.

**CARRIED**

18. Bylaw 2024-10 for Refuse and Recycle Rates

**Resolution 2024-11-13-18.1**

**Moved by:** Carnduff

That Bylaw 2024-09 Being a Bylaw to fix the rates to be charged for the service of waste and recycle bins, be introduced for the first time.

**CARRIED**

**Resolution 2024-11-13-18.2**

**Moved by:** Storlie

That Bylaw 2024-09 Being a Bylaw to fix the rates to be charged for the service of waste and recycle bins, be introduced for the second time.

**CARRIED**

**Resolution 2024-11-13-18.3**

**Moved by:** Runge

That the third and final reading of Bylaw 2024-09 Being a Bylaw to fix the rates to be charged for the service of waste and recycle bins, be given three readings at this meeting.

**CARRIED UNANIMOUSLY**

**Resolution 2024-11-13-18.4**

**Moved by:** Saxon

That Bylaw 2024-09 Being a Bylaw to fix the rates to be charged for the service of waste and recycle bins, now be adopted, signed and sealed as a Bylaw of the Town of Lampman thus forming a part of these minutes.

**CARRIED**

**OATH OF OFFICE**

D. Scott arrived at the meeting at 9:50 pm

**Resolution 2024-11-0-1**

**Moved by:** Greening

That D. Scott read and sign the Oath of Office.

**CARRIED**

19. PDAP Training

**Resolution 2024-11-13.19**

**Moved by:** Saxon

That Council authorize Lee Ann Karcha to attend PDAP training on December 11, 2024 in Weyburn.

**CARRIED**



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20. Regional Library Invoice

**Resolution 2024-11-13.20**

**Moved by:** Raynard

That Council Approve the 2 extra hours for the Regional Library and approve the invoice in the amount of \$19,693.76, to be paid in two installments January and July 2025.

**CARRIED**

21. Signing Authority

**Resolution 2024-11-13.21**

**Moved by:** Storlie

That the signing authority be updated to be one of Scott Greening, Mayor or Jadon Carnduff, Deputy Mayor, signing with one of Teresa Dyck, Administrator or Lee Ann Karcha, Assistant Administrator.

**CARRIED**

22. Money for Reserves

**Resolution 2024-11-13.22**

**Tabled by:** Carnduff

That Council table discussion of moving money to reserves until the January meeting.

**CARRIED**

23. Property Reassessment

**Resolution 2024-11-13.23**

**Moved by:** Carnduff

That Council authorize the Administrator to request reassessment of properties that have received building permits in the last ten years.

**CARRIED**

24. Fire Hall - discussion

25. Request to Purchase Lot11/12

**Resolution 2024-11-13.25**

**Moved by:** Greening

That Council direct the Administrator to send a letter of response to D. Sutherland that the town does not accept the offer to purchase for lot 11/12 and will maintain the lot.

**CARRIED**

26. After- meeting payments

**Resolution 2024-11-13.26**

**Moved by:** Storlie

That the after-meeting payments be approved as CN Rail in the amount of \$420.00, Stained Glass Plus \$336.77, Lee Ann Karcha \$67.16, Little Leapers \$75.75, Monster Enterprises \$865.80, Prairie Newspaper Group 138.60 and \$173.25, Kane Robertson \$151.50, Smart Power Systems for \$1637.25 and \$1637.25, Taxervice \$408.45 and Brenda Schulties \$100 for a total of: \$6011.78.

**CARRIED**

SG  
AD



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14. **DELEGATIONS/PUBLIC HEARINGS**

1. Damon Sutherland 7:22- 7:36pm

15. **FOREMAN ITEMS TO DISCUSS**

1. Water Treatment Plant Records

**Resolution 2024-11-15.1**

**Moved by:** Raynard

That Council approve and sign the Water Treatment Plant Records for November as presented.

**CARRIED**

2. Foreman's Report

**Resolution 2024-11.11.2.1**

**Moved by:** Saxon

That the Council authorize the administrator to register with McDougal Auction to bid on a sand salt spreader for a maximum of \$1500.00

**CARRIED**

**Resolution 2024-11-15.2.2**

**Moved by:** Runge

That Council approve the foreman's report as presented.

**CARRIED**

16. **NEXT MEETING**

**Resolution 2024-11-16**

**Moved by:** Greening

That the next meeting of Council be held on December 18, 2025 6:30 p.m.

**CARRIED**

17. **ADJOURNMENT**

**Resolution No 2024-11-17**

**Moved by:** D. Scott

That this meeting now be adjourned. The time being 10:13 p.m.

**CARRIED**

  
Mayor



  
Administrator

**BYLAW NO. 2024-10**

***A BYLAW OF THE TOWN OF LAMPMAN TO FIX THE RATES TO BE CHARGED FOR THE SERVICE OF WASTE AND RECYCLE BINS***

The Council of the Town of Lampman, in the Province of Saskatchewan, enacts as follows:

1. The charges to be paid by the residents for the service of waste and recycle bins as set out in Schedule A attached.
2. Accounts for waste and recycle services shall cover a period of three (3) consecutive months, and shall be rendered on or before the first day of the month next following such period. The charges will be included on the Water and Sewer Billing and shall be paid within a period of thirty days from the date on which such accounts are rendered.
3. If an account is not paid within the period of thirty days, an overdue letter shall be written giving another 10 days to pay the complete water, sewer, waste and recycle billing.
4. If a water service is shut off due to non-payment of account, the waste and recycle bins will be removed until full payment of the account has been received.
5. A resident can have more than one waste bin, or recycle bin, but will pay the additional fee.
6. A resident can choose to have one or the other of the bins to suit their need and pay accordingly.
7. Bylaw No. 2024-09 is hereby repealed
8. This Bylaw shall come into force and take effect on the date of its final passing.

**INTRODUCED AND READ A FIRST TIME THIS 21<sup>st</sup> DAY OF NOVEMBER, 2024.**

**READ A SECOND TIME THIS 21<sup>st</sup> DAY OF NOVEMBER, 2024**

**READ A THIRD AND FINAL TIME ON THE UNANIMOUS CONSENT OF THE COUNCIL**

**PRESENT THIS 21<sup>st</sup> DAY OF NOVEMBER, 2024**



  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

 

**BYLAW NO. 2024-10**

**SCHEDULE A**

**TO BYLAW 2024-10 - TOWN OF LAMPMAN**

1. COMMERCIAL AND RESIDENTIAL RATE:

The following MONTHLY RATES shall be charged and levied for the use of waste and recycle bins.

2. CONSUMPTION

CHARGE

Waste Bin

\$ 12.00 per bin

Recycle Bin

\$ 9.00 per bin

AD SG.