



MINUTES TOWN OF LAMP MAN Regular Meeting – December 17, 2025

1. CALL THE MEETING TO ORDER

Mayor Greening called the meeting to order at 6:25 p.m., the attendance being as follows:

Mayor – Scott Greening

Deputy Mayor – Dena Scott

Councillor – Jadon Carnduff

Councillor – Roy Raynard

Councillor – Daryle Runge - absent

Councillor – Ryan Saxon

Councillor – Kelly Storlie

Administrator – Teresa Biller

Assistant Administrator – Nicole Shepperd - Absent

Dio Wiebe – 6:58 – 7:21 p.m.

2. CONFLICT OF INTEREST

None declared.

3. ADDITIONS OF URGENT OR EMERGENT BUSINESS

2025-12-3 - Carnduff

That Council approve the following additions to the agenda:

13.17 Steel Reef - gift

13.18 Bylaw 2025-15 Property Maintenance and Nuisance Abatement

CARRIED

4. APPROVAL OF AGENDA

2025-12-4 - Scott

That Council approve the amended agenda as presented.

CARRIED

5. MINUTES

1. Regular Meeting Minutes November 19, 2025

2025-12-5.1 – Storlie

That Council approve the Regular Meeting Minutes of November 19, 2025 as presented.

CARRIED

2. Special Meeting Minutes November 25, 2025

2025-12-5.2 - Raynard

That Council approve the Special Meeting Minutes of November 25, 2025 as presented.

CARRIED

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

1. November 2025

2025-12-6 - Carnduff

That Council accept the November 2025 Bank Reconciliation for the Chequing, Savings, and Foodbank Accounts as presented.

CARRIED

7. **FINANCIALS**

1. Financial Statement November 2025

2025-12-7.1 - Storlie

That Council accept the November 2025 Financial Statements as presented.

CARRIED

8. **LIST OF ACCOUNTS FOR APPROVAL**

1. December 17, 2025

2025-12.8 – Saxon

That Council approve the December 2025 List of Accounts for Approval as Cheques: #1030 - #1051 in the amount of \$31,615.52, Online payments 2025-552 – 617 in the amount of \$88,210.01, Payroll Batches for November 1-30, 2025 in the amount of \$23,563.59 and Council Indemnity for November in the amount of \$2,190.00 for a total of \$145,579.12.

CARRIED

9. **CORRESPONDENCE**

1. SETPC Meeting Minutes Oct 28, 2025

2. SE Regional Library Report Trustee Report Nov 1, 2025

3. Ron Carson – Letter of Gratitude

2025-12-9 - Scott

That correspondence be filed as dealt with.

CARRIED

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

1. Rec Board Committee update

2. HR Committee

3. Rec Minutes Nov

4. Fire Dept Minutes Dec, 2025

5. Mutual Aid Meeting Minutes Oct 16, 2025

6. Roy's Lake - Lidar

2025-12-10 - Storlie

That Council accept the committee reports and minutes as presented.

CARRIED

11. **ADMINISTRATION REPORT**

2025-12-11.1 - Scott

That Council authorize the CAO to attend online Bylaw Training – Modules 1- 3 for the total cost of \$744.00 plus tax in 2026.

CARRIED



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2025-12-11.1 - Saxon

That Council accept the Administration report as presented.

CARRIED

12. UNFINISHED BUSINESS

1. Appointment, Committees of Council and Custom Work Rates 2026

2025-12-12.1 - Raynard

That the Appointments, Committees of Council and Custom Work Rates for 2026 be hereby approved as attached to, forming part of these minutes.

CARRIED

2. SK Recycles / Red Coat Waste Authority Decisions items

2025-12-12.2 – Storlie

That Council sign the agreement to become a member of the Redcoat Waste Authority, at no cost to enter the agreement which will allow the Town to maintain the community led recycling program with no change in service and sign letter of intent for SK Recycles that the town will not be participating in the SK Recycles program.

CARRIED

3. Employee Appreciation Meal

2025-12-12.3 – Greening

That Council authorize a quarterly staff lunch as a token of appreciation.

CARRIED

4. Birthday Bonus

5.1 Roll 321 Appeal Bylaw 2025-09

2025-12-12.5.1 – Greening

That Council deny the appeal respecting Roll 321 to amend **Animal Control Bylaw 2025-09.**

Recorded Vote Requested:

Greening – In Favour

Scott – In Favour

Storlie – In Favour

Saxon – In Favour

Carnduff – Opposed

Raynard – Abstained

CARRIED

5.2 2025-14 Animal Control Bylaw

6. ASI Engineering – Asset Management Software

2025-12-12.6 – Scott

That Council sign the 5-year contract for the ASI Engineering to set up all assets in the asset management program for a onetime fee of: \$4300.00 and then a monthly fee of \$239.00 for cost of software and apps to maintain and update the information.

CARRIED



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13. NEW BUSINESS

1. Mutual Aid Bylaw 2025-11

2025-12-13-1.1 - Carnduff

That Bylaw 2025-11 Being a Bylaw to enter into a Mutual Aid Agreement to provide Fire and Disaster Services with neighboring municipalities, be introduced for the first time.

CARRIED

2025-12-13-1.2 - Greening

That Bylaw 2025-11 Being a Bylaw to enter into a Mutual Aid Agreement to provide Fire and Disaster Services with neighboring municipalities, be introduced for the second time.

CARRIED

2025-12-13-1.3 - Saxon

That Bylaw 2025-11 Being a Bylaw to enter into a Mutual Aid Agreement to provide Fire and Disaster Services with neighboring municipalities, be given three readings at this meeting.

CARRIED UNANIMOUSLY

2025-12-13-1.4 - Storlie

That Bylaw 2025-11 Being a Bylaw to enter into a Mutual Aid Agreement to provide Fire and Disaster Services with neighboring municipalities, now be adopted, signed and sealed as a Bylaw of the Town of Lampman thus forming a part of these minutes.

CARRIED

2. Water & Sewer Rates Bylaw 2025-12

2025-12-13-2.1 - Storlie

That Bylaw 2025-12 Being a Bylaw to fix the rates to be charged for the use and consumption of water and to fix the rates to be charged by way of rent or service charge for use of sewer, be introduced for the first time.

CARRIED

2025-12-13-2.2 - Scott

That Bylaw 2025-12 Being a Bylaw to fix the rates to be charged for the use and consumption of water and to fix the rates to be charged by way of rent or service charge for use of sewer, be introduced for the second time.

CARRIED

2025-12-13-2.3 - Raynard

That the third and final reading of Bylaw 2025-12 Being a Bylaw to fix the rates to be charged for the use and consumption of water and to fix the rates to be charged by way of rent or service charge for use of sewer, be given at this meeting.

CARRIED UNANIMOUSLY

2025-12-13-2.4 - Carnduff

That Bylaw 2025-12 Being a Bylaw to fix the rates to be charged for the use and consumption of water and to fix the rates to be charged by way of rent or service charge for use of sewer, now be adopted, signed and sealed as a Bylaw of the Town of Lampman thus forming a part of these minutes.

CARRIED

3. Roll 17 Complaint

2025-12-13.3 – Greening

That Roll 17 complaint be acknowledged in regards to more timely billing for orders to remedy for nuisance abatement bylaw.

CARRIED



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4. Water Security Agency December Inspection for Water Treatment Plant & Lagoon

2025-12-13.4 – Carnduff

That Council acknowledge the Water Security Agency Water Treatment Plant and Lagoon Inspection report for December 4, 2025.

CARRIED

5. 1 ton Truck RM of Benson

2025-12.13.5 – Saxon

That Council authorize Mayor Greening to negotiate with the RM of Benson on the purchase of their 2009 Ford 1 Ton Dually to a maximum of \$22,500 plus taxes.

CARRIED

6. Proceed for Title

2025-12-13.6 – Raynard

That TAXervice, on behalf of the Town of Lampman, be authorized to proceed under the Tax Enforcement Act to acquire title for the following described land:

LOT 6-BLK/PAR 11-PLAN AE5675 EXT 0, Title 129778824

CARRIED

7. SMB Approval / Conditions to Borrow

2025-12-13.7 - Scott

That Council acknowledge the Sask. Municipal Board letter for Conditions to Borrow two million two hundred thousand dollars (\$2,200,000.00) for the building of a new water treatment plant and replacement of water meters to smart meters conditional on receiving and submitting the Permit to Build from the Water Security Agency and being awarded the CHIF grant by the federal and provincial governments.

CARRIED

8. Roll 56 Environmental Review / Motion to take title Nov Meeting- sustain decision

2025-12-13.8 – Scott

That Council acknowledge the environmental review of Roll 56, that the environmental liability to the municipality is low risk because legislation provides immunity to the Municipality for responsibility in regard to past contamination.

CARRIED

9. Roll 298 - 117 Noggle St. - Tender or Auction Property – 14,696.41 owing

2025-12-13.9 - Greening

That Council authorize the CAO to tender the tax title property Roll 298 – 117 Noggle Street, as per legislation.

CARRIED

10. Authorization to Pay Remaining invoices for 2025

2025-12-13.10 – Storlie

That Council authorize the CAO to pay remaining invoices for 2025.

CARRIED



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8:52 p.m. Councillor Saxon declared a conflict of interest and abstained from the conversation.

11. Lease Agreement Steel Reef Shop

2025-12-13.11 - Carnduff

That Council accept and sign the lease agreement for the Steel Reef shop.

CARRIED

8:54 p.m. Councillor Saxon resumed participation in the meeting.

12. Administrative Bylaw 2025-13

2025-12-13-12.1 – Saxon

That Bylaw 2025-13 Being a Bylaw to provide for the Administration of the Municipal Corporation and to set forth the duties and powers of the designated officers, be introduced for the first time.

CARRIED

2025-12-13-12.2 - Storlie

That Bylaw 2025-13 Being a Bylaw provide for the Administration of the Municipal Corporation and to set forth the duties and powers of the designated officers, be introduced for the second time.

CARRIED

2025-12-13-12.3 - Carnduff

That the third and final reading of Bylaw 2025-13 Being a Bylaw provide for the Administration of the Municipal Corporation and to set forth the duties and powers of the designated officers, be given at this meeting.

CARRIED UNAMINOSLY

2025-12-13-12.4 - Scott

That Bylaw 2025-13 Being a Bylaw provide for the Administration of the Municipal Corporation and to set forth the duties and powers of the designated officers now be adopted, signed and sealed as a Bylaw of the Town of Lampman thus forming a part of these minutes.

CARRIED

13. CAO Updated Contract

2025-12-13.13 - Scott

That the Administrative Contract which the Administrator signed on September 5, 2023 is now void and that going forward, Town policies and Bylaws be adhered to in regards to the Administrator Position.

CARRIED

14. Municipal Revenue Sharing Grant

2025-12-13.14 - Storlie

That the Council of the Town of Lampman confirm the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:

Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;



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Submission of the 2024 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 the 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 Council authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

15. Sidewalk snow removal

16. Late Meeting Cheques

2025-12-13.16 – Raynard

That Council authorize the CAO to pay the late meeting cheques for a total amount of \$15,617.64.

CARRIED

17. Steel Reef – Hams

2025-12-13.17 – Carnduff

That Council authorize Staff and Council to be able to accept a hams as a Christmas gift from Steel Reef.

CARRIED

18. Lease Agreement – 14 6 C2663

2025-12-13.18

That Council approve and sign the lease agreement with tenants at property 14 6 C2663.

CARRIED

19. Bylaw 2025-15 Property Maintenance and Nuisance Abatement

2025-12-13-19.1 – Saxon

That Bylaw 2025-15 Being a Bylaw to provide for property maintenance and the abatement of nuisances within the Town of Lampman, be introduced for the first time.

CARRIED

14. **DELEGATIONS/PUBLIC HEARINGS**

15. **FOREMAN ITEMS TO DISCUSS**

1. Water Treatment Plant & Lagoon Records

2025-12-15.1 - Saxon

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

CARRIED



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2. Foreman's Report

2025-12-15.2 - Greening

That Council accept the Foreman's report as presented.

CARRIED

16. **NEXT MEETING**

January 21, 2025

17. **ADJOURN**

2025-12-17 – Greening

That this meeting now be adjourned. The time being 9:15 p.m.

CARRIED

Bob Harvey Mayor *ABC* CAO



The seal of the Town of Lampman, Saskatchewan. It is circular with a rope-like border. The words "TOWN OF LAMPMAN" are at the top and "SASKATCHEWAN" are at the bottom. There are three small stars above the word "SASKATCHEWAN" and one small star at the bottom center.

TOWN OF LAMPMAN
APPOINTMENTS, COMMITTEES OF COUNCIL
AND CUSTOM WORK RATES FOR THE YEAR 2026 Page | 1

BUILDING OFFICIAL

Professional Building Inspections

**ASSESSOR, TAX
COLLECTOR, TREASURER
AND RETURNING
OFFICER**

Teresa Biller, Administrator;
Nicole Sheppard, Assistant Administrator

**LAMPMAN
FIRE AND RESCUE**

Town of Lampman: Dena Scott, Kelly Storlie
R.M. of Browning: Richard Brokop, Brian Fornwald
R.M. of Benson: Cordell Janssen, Alternate Jason Mack
Fire Chief: Grant Palmer

LAW ENFORCEMENT

R.C.M.P. Estevan Detachment
Liasson: Scott Greening

**LAMPMAN
COMMUNITY HEALTH
CENTRE TRUST
COMMITTEE**

R.C.M.P. Estevan Detachment, all Members of Council, Administrator,
Town Foreman

**SOUTHEAST REGIONAL
LIBRARY TRUSTEE**

Mayor Scott Greening
Councilor: Jadon Carnduff

**LAMPMAN LIBRARY
BOARD**

Mary Anne Veroba (Town Rep)

Ann – Marie Tyler (Chair)
Kelly Storlie (Vice – Chair)
Debbie Hanrieder (Treasurer)
Mary Anne Veroba (Trustee)
Maureen Ulrich (Board Member)
Connie Wilhelm (Board Member)
Courtney Walter (Board Member)
Stephanie Wourms (RM Rep) (Board Member)
Kelly Storlie (Town Rep)
Librarian: Tawney Johnson (Head Librarian/Secretary of the Board)
Assistant Librarian: Krista Mack



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<u>MUNICIPAL AUDITOR</u>	MNP, Moosomin
<u>BOARD OF REVISION</u>	Western Municipal Consulting Ltd.
<u>BANKING SERVICES</u>	Affinity Credit Union, Lampman Branch Office
<u>ST. JOSEPH'S HOSPITAL BOARD</u>	Diane Fornwald
<u>SOUTHEAST Transportation</u>	Councilor: Jadon Carnduff - Delegate
<u>LAWYER</u>	Kohaly Elash Ludwig
<u>REC BOARD</u>	Ryan Saxon, Roy (RJ) Raynard, Scott Greening
<u>LAMPMAN SCHOOL COMMUNITY COUNCIL</u>	Councilor: Jadon Carnduff
<u>LAKE ROY WATERSHED AUTHORITY</u>	Mayor Scott Greening
<u>MOOSE MOUNTAIN HEALTH CARE</u>	Mayor Scott Greening
<u>HUMAN RESOURCES COMMITTEE</u>	Mayor Scott Greening Councilor: Dena Scott,
<u>PUBLIC WORKS & INFRASTRUCTURE COMMITTEE</u>	Ryan Saxon & RJ Raynard

**TOWN OF LAMPMAN
APPOINTMENTS, COMMITTEES OF COUNCIL
AND CUSTOM WORK RATES FOR THE YEAR 2026**

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CUSTOM WORK RATES

Tractor and Mower	\$ 150.00 per hour
Tractor, Grapple, Loader	\$ 150.00 per hour – Loader Extra
Tractor and land leveler	\$ 150.00 per hour
Kubota front mount mower	\$100.00 per hour
Sewer and Water Servicing	Cost of Work
Rural Fire Calls	\$ 1,350.00 per hour
Fire Suppression & Vehicle Extrication	As per current SGI Rates --\$ 1090.23/hr. (2024 Rates)
Foam Suppression	SGI Minimum 1 hr. Billing
Water & Sewer call – out	\$ 250.00 / pail \$ 65.00 per hr. per person -1-hour minimum call out \$ 65.00 per hr. thereafter PLUS material costs
Sale of Topsoil	\$ 15.00 per yard
Gravel	Cost + 15% +loading & delivery
<u>LAGOON</u>	
Commercial Contract Sewer Dump	\$ 300.00 / delivery (Must be Approved by WSA)

CASUAL LABOUR RATES FOREMAN

Casual Labor	\$ 65.00 minimum per hour
Casual Labor with Truck	\$ 100.00 minimum per hour
Garbage Pickup	As per Waste Site Fees

OTHER

Fire Chief Honorarium	\$ 1,200.00/ year
Fire Department Volunteers	\$ 15.00 per hour, \$25.00/ call out, \$ 20.00/ meeting
Hangar Space and Land Leases	\$ 100 per year – Hangar Space \$ 100 per Month – Land Lease - Including lots East of Race Track and - South of Waste Disposal Grounds Road.

Field Sheets	\$ 10.00 Per Property Field Sheet
Local Improvement Interest Rate	7%
Stars Air Ambulance Donation	\$ 1,400.00

Revised Dec 17, 2025



**TOWN OF LAMPMAN
APPOINTMENTS, COMMITTEES OF COUNCIL
AND CUSTOM WORK RATES
FOR THE YEAR 2026**

Photocopies	\$ 0.25 Per Page
Double Sided Photocopies	\$ 0.50 Per Page

PEST CONTROL OFFICIER

Don Seipp	\$0.80 per km / \$28 per hour
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ELECTION OFFICIAL REMUNERATION

Returning Officer	\$ 175.00
Deputy Returning Officer	\$ 175.00
Enumerator – Poll Clerk	\$ 175.00

Mayor, Council, Administrator & Assistant Administrator Meeting Indemnity And Recreation Board Meeting	\$ 150.00
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Mayor, Council & Administrator Committee Meeting in Office	\$ 75.00 (1/2 day up to 3 hours)
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Mayor, Council & Administrator Committee Meeting Out of Office	\$ 150.00
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Travel per CRA Rate	\$ 0.70 per km
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Mayor – To be shared between the Mayor And Deputy Mayor	\$ 2.500.00 per year
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