



**MINUTES**  
**TOWN OF LAMPMAN**  
**Regular Meeting – September 17, 2025**

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1. **CALL THE MEETING TO ORDER**

Deputy Mayor Scott called the meeting to order at 6:32 p.m., the attendance being as follows:

Mayor – Scott Greening – Absent  
Deputy Mayor – Dena Scott  
Councillor – Jadon Carnduff  
Councillor – Roy Raynard - Absent  
Councillor – Daryle Runge  
Councillor – Ryan Saxon - Absent  
Councillor – Kelly Storlie  
Administrator – Teresa Biller  
Assistant Administrator – Nicole Sheppard  
Dio Wiebe 6:54 – 7:43 p.m.

2. **CONFLICT OF INTEREST**

None Declared.

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

**2025-09-3 – Carnduff**

That Council approve the following additions to the agenda:

13.12 – Fire Department Insurance Claim update

**CARRIED**

4. **APPROVAL OF AGENDA**

**2025-09-04 - Storlie**

That Council approve the amended agenda as presented.

**CARRIED**

5. **MINUTES**

1. Regular Meeting Minutes August 20, 2025

**2025-09-05.1 - Carnduff**

That Council approve the Regular Meeting Minutes of August 20, 2025 as presented.

**CARRIED**

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2. Special Meeting Minutes September 9, 2025

**2025-09-05.2 - Runge**

That Council approve the Special Meeting Minutes of the September 9, 2025 as presented. **CARRIED**

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

1. August 2025

**2025-09-06 - Carnduff**

That Council accept the Bank Reconciliation with the Bank Statements for August 2025 for the Chequing, Savings and Foodbank accounts as presented.

**CARRIED**

7. **FINANCIALS**

1. Financial Statement August 2025

**2025-09-07 - Storlie**

That Council accept the Financial Statements for August 2025 as presented.

**CARRIED**

8. **LIST OF ACCOUNTS FOR APPROVAL**

1. September 17, 2025

**2025-09-8 - Runge**

That Council approve the August, 2025 List of Accounts for Approval as: Food Bank 2025-025-2025-029 in the amount of \$669.59, Cheques: #984 - # 1004 in the amount of \$134,969.03, Online payments 2025-401 – 2025-450 in the amount of \$121,027.42 Payroll Batches for August 1 – 31, 2025 in the amount of \$19,859.70 and Council Indemnity for August in the amount of \$1,462.50 for a total of \$277,988.24.

**CARRIED**

9. **CORRESPONDENCE**

1. GE Geotechnical Report WTP

2. August 28, 2025 Response from Land Solutions

3. August 28, 2025 Veroba Letter of Gratitude

**2025-09-09 – Carnduff**

That the correspondence be filed as dealt with.

**CARRIED**

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

1. Rec Board Committee update

2. HR Committee

3. Library Committee

**2025-09-10 – Storlie**

That Council accept the committee reports as presented.

**CARRIED**

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11. **ADMINISTRATION REPORT**

**2025-09-11 – Storlie**

That Council accept the administration report as presented.

**CARRIED**

12. **UNFINISHED BUSINESS**

1. ASI Engineering Asset Management Quote / vs R Quote Asset

**2025-09-12.1 – Carnduff**

That Council Table the quote for asset management to the October meeting.

**TABLED**

2. Golf Cart Bylaw

**2025-09-12.2 - Scott**

That Golf Cart Bylaw 2025-06 be tabled until January of 2026.

**TABLED**

3. Sub Committee's Bylaw 2025-07

**2025-09-12.3.1 – Runge**

That Bylaw 2025-07, Being a Bylaw to Establish Sub-Committees, be introduced for the first time.

**CARRIED**

**2025-09-12.3.2 - Storlie**

That Bylaw 2025-07, Being a Bylaw to Establish Sub-Committees, be introduced for the second time.

**CARRIED**

**2025-09-12.3.3 - Carnduff**

That the third and final reading of Bylaw 2025-07, Being a Bylaw to Establish Sub-Committees, be given.

**CARRIED UNANIMOUSLY**

**2025-09-12.3.4 - Scott**

That Bylaw 2025-07, Being a Bylaw to Establish Sub-committees, now be adopted, signed and sealed as a Bylaw of the Town of Lampman thus forming a part of these minutes.

**CARRIED**

4. Animal Control Bylaw 2025-09

**2025-09-12.4.1 - Storlie**

That Bylaw 2025-09, Being a Bylaw for the purpose of Licensing, Prohibiting, Regulating and the Control of Animals, be introduced for the first time.

**CARRIED**

**2025-09-12.4.2 - Storlie**

That Bylaw 2025-09, Being a Bylaw for the purpose of Licensing, Prohibiting, Regulating and the Control of Animals, be introduced for the second time.

**CARRIED**

**2025-09-12.4.3 - Carnduff**

That the third and final reading of Bylaw 2025-09, Being a Bylaw for the purpose of Licensing, Prohibiting, Regulating and the Control of Animals be given.

**CARRIED UNANIMOUSLY**

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**2025-09-12.4.4 - Scott**

That Bylaw 2025-09 Being a Bylaw, Being a Bylaw for the purpose of Licensing, Prohibiting, Regulating and the Control of Animals, now be adopted, signed and sealed as a Bylaw of the Town of Lampman thus forming a part of these minutes.

**CARRIED**

13. **NEW BUSINESS**

1. SE Regional Library Hours

**2025-09-13.1 - Runge**

That Council select the enhanced level for Library service with an additional two hours of operation and authorize the Administrator to sign and submit the worksheet.

**CARRIED**

2. HR Review

1. Interim Foreman – 1. Wage / Title on Completion of Probation

**2025-09-13.2.1 - Carnduff**

That Council approve Dio Wiebe be transitioned from Interim Foreman to Town Foreman at the wage of \$30/hour effective October 1, 2025.

**CARRIED**

2. OCB Certification Class 1 operator Water / Class 1 Sewer Pay Scale – Policy

**2025-09-13.2.2 - Scott**

That Council table Water and Sewer Certification Policy wage increase until October meeting after more research is completed.

**TABLED**

3. Recreation Director Salary

**2025-09-13.2.3 – Storlie**

That Council approve the new wage for Stacy Trombley as the Rec Director at the salary of \$58,240.00/ year (\$28.00/ hour).

**CARRIED**

4. Contract for Administrator – Update coincide with Town policies

**2025-09-13.2.4 - Runge**

That Council authorize a review of the Contract for the Teresa Biller be reviewed and updated to align with the town policies and sent out for review.

**CARRIED**

5. Administrator Pay increase with Certification -Standard Certificate

**2025-09-13.2.5 - Storlie**

That Council table the new salary for the Administrator with Certification to October Regular meeting to be discussed with all of Council present.

**TABLED**

3. Community Futures Website Training / Bursary

**2025-09-13.3**

That Council authorize the Administrator to sign up for the Community Futures website training for the cost of \$1497.00 and authorize application for applicable bursary in the amount of \$500.00.

**CARRIED**

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4. Sumassure Liability increase suggestion

**2025-09-13.4 - Scott**

That Council table review of Liability insurance coverage to regular meeting in October.

**CARRIED**

5. Request to Offer 201 Margaret St.

**2025-09-13.5 - Storlie**

That Council is not interested in making an offer on 201 Margaret Street.

**CARRIED**

6. After meeting Cheques Lampman Rec 15,000 / Teresa Shop vac meal 194.80

**2025-09-13.6 – Runge**

That Council authorize after meeting cheques in the amount of \$15,000 for Lampman Recreation and \$194.80 to Teresa Biller for reimbursement of meal and shop vac.

**CARRIED**

7. Parking complaint

**2025-09-13.7 – Storlie**

That Council direct Administrator to send warning letter for parking violation with a date stamped picture to remind resident of parking bylaw.

**CARRIED**

8. Order to Remedy

**2025-09-13.8 - Scott**

That Council authorize the Administrator to send out orders to remedy for nuisance bylaw violations for identified properties.

**CARRIED**

9. WTP Drawing Discussion

10. DMS Quote Computers

**2025-09-13.10 - Carnduff**

That Council direct the CAO to request quotes from other vendors for the replacement of aging computers before Microsoft service expires October 14, and send out options before next meeting to ratify purchase of replacement computers.

**CARRIED**

11. Termination of Employment

**2025-09-13.12 - Scott**

That Council ratify the termination of Steven Parry on August 27, 2025.

**CARRIED**

12. Fire Department Insurance Claim Discussion

14. DELEGATIONS/PUBLIC HEARINGS

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15. **FOREMAN ITEMS TO DISCUSS**

1. Water Treatment Plant and Lift Station Records

**2025-09-15.1 - Storlie**

That Council accept and sign the Water treatment Plant and Lift Station Records for August, 2025. **CARRIED**

2. Foreman's Report

**2025-09-15.2 – Runge**

That Council accept the Foreman's Report as presented.

**CARRIED**

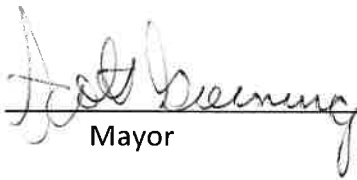
16. **NEXT MEETING**

October 15, 2025

17. **ADJOURN**

**2025-09-17 - Scott**

That this meeting now be adjourned. The time being 9:55 p.m.

  
Mayor



  
Administrator