

Village of Lipton

Meeting Minutes

December 6, 2023 - Regular Meeting - 07:00 PM

Present: Mayor Ron Tomolak
Deputy Mayor - Mark Horsman
Councillor - Logan Horsman
Councillor Monica Knowles
Councillor - Stanley Norrish
CAO - Wanda McLeod
Assistant - Jenarae Spence

1. **Call To Order**

A quorum being present, Mayor Ron Tomolak called the meeting to order at 7:03 p.m.

2023/263

2. **Approval of Agenda: As Presented**

Moved By: Stanley Norrish

Seconded By: Logan Horsman

THAT Council approve and adopt the agenda.

CARRIED

3. **Delegate:**

3.1 **CF Ventures: Corinne 7:00 - 7:14 pm presentation**

4. **Approval of Minutes:**

2023/264

4.1 **November 15, 2023 Meeting Minutes**

Moved By: Mark Horsman

Seconded By: Stanley Norrish

That the minutes of the Regular Meeting of Council held November 15, 2023 be approved.

CARRIED

5. **Old Business:**

5.1 **Official Community Plan and Zoning Bylaw Draft Review - Geoverra attendance via Zoom**

5.1.1 **Official Community Plan Bylaw 11-2023**

That Bylaw 11-2023 The Official Community Plan Bylaw be read a first time

TABLED

5.1.2 **Zoning Bylaw 12-2023**

That Bylaw #12-2023 The Zoning Bylaw be read a first time.

TABLED

2023/265

5.2 Quotes - Hall back up power

Moved By: Stanley Norrish

Seconded By: Mark Horsman

THAT approval is provided to D&G Electric to install a 50 amp Generlink at the hall as per quote \$2,090.00 plus taxes

CARRIED

6. Financial:

2023/266

6.1 Cheque and Online Payment Approval

Moved By: Mark Horsman

Seconded By: Logan Horsman

THAT cheques and online payments are hereby approved as follows:

Batch	Description	Amount
2023-00069	End of November Payments	\$10,277.90
2023-00071	December 6 meeting Payment s	\$24,677.23

CARRIED

6.2 Payroll

Moved By: Logan Horsman

Seconded By: Monica Knowles

THAT Payroll be hereby approved as follows:

Payperiod	Description	Amount
PP#11	November 2023 Council	\$1,578.20
PP#24	Nov 15-28, 2023 Staff	\$5,219.39

CARRIED

2023/267

6.3 Statement of Financial Activities

Moved By: Mark Horsman

Seconded By: Monica Knowles

THAT the Statement of Financial Activites for the month ending November 2023 be hereby approved and will form a part of these minutes.

CARRIED

CAO and Assistant left meeting at 8:48 pm

6.4 Pay increases

TABLED

CAO and Assistant returned to meeting at 9:19 pm

6.5 Water and Sewer arrears

6.6 Tax arrears

2023/268

7. Reports: Approve Reports

7.1 Council Reports

Moved By: Monica Knowles
Seconded By: Stanley Norrish

THAT Council accept the verbal reports of the Mayor, Councillors and CAO.

CARRIED

7.2 NVWM Minutes

7.3 Portfolio reassignment 2024

TABLED

7.4 Hospital Reports

7.5 ICIP Grant Announcement

8. New Business

2023/269

8.1 Municipal Revenue Sharing

Moved By: Monica Knowles
Seconded By: Logan Horsman

The Council of the Village of Lipton confirms the municipality continues to meet the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2022 Public Report 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;
- All members of council have filed and annually updated their Public Disclosure Statements, as required for all years including 2023; and

That we authorize the Administrator to send a letter to the Ministry of Government Relations acknowledging the municipality now meets all eligibility requirements to receive their Municipal Revenue Sharing Grant.

CARRIED

2023/270

8.2 Utility bill rollover to taxes

Moved By: Stanley Norrish
Seconded By: Logan Horsman

THAT in recognition of registered letters being sent to utility arrears customers on December 4, 2023, approval is provided to roll the outstanding amounts over to tax rolls when the 2023 year end is being completed in January 2024 for those who have decided not to pay or respond.

CARRIED

2023/271

8.3 Financial Institution

Moved By: Monica Knowles

Seconded By: Stanley Norrish

THAT the Village of Lipton instructs the CAO to accept the banking services tender, to open accounts with Raymore Credit Union and begin proceedings to transfer all banking. This will include:

1. Open Deposit/Chequing Account
2. Open High Interest Savings Account – Reserves
3. Collabria Credit Card application of a limit of \$10,000.00 in the name of: Village of Lipton, Wanda McLeod.
4. Signers on account will be 2 Council and 2 Office Staff with a combination of 1 of each required, totalling 2 signatures: Mayor Ron Tomolak, Deputy Mayor Mark Horsman, CAO Wanda McLeod, and Administrative Assistant Jenarae Spence.
5. Overdraft of \$50,000.00 on Chequing Account.

CARRIED

2023/272

8.4 Lagoon Upgrade Resolution for Funding

Moved By: Logan Horsman

Seconded By: Mark Horsman

THAT the Village of Lipton proceed with Raymore Credit Union for the funding for the ICIP Lagoon Expansion with a Line of Credit/Quick Loan for \$1,000,000.00 at an interest rate of prime minus 1% for the duration of the project and that the remainder will be turned over to a long term debt no later than December 31, 2024 on approval of Saskatchewan Municipal Board.

CARRIED

2023/273

8.5 Borrowing Bylaw for Lagoon Expansion #06-2023

Moved By: Stanley Norrish

Seconded By: Mark Horsman

That Bylaw #06-2023 Borrowing Bylaw Lagoon Expansion Project be read a first time

CARRIED

9. Correspondence:

9.1 RCMP - weekly reports

9.2 Christmas Hamper Donation Request

9.3 Sask Housing Corporation

9.4 Library

9.5 Eco-Quest - funding

2023/274

9.6 File Correspondence:

Moved By: Logan Horsman

Seconded By: Stanley Norrish

THAT all correspondence be filed as provided.

CARRIED

2023/275

10. Adjourn

Moved By: Mark Horsman

That the meeting be adjourned at 10:14 p.m.

CARRIED



Mayor Ron Tomolak



Wanda McLeod CAO

Date: December 20, 2023