

# Village of Lipton

## Meeting Minutes

May 3, 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 7:06 p.m.

2. **Delegate:**

2023/083

2.1 **Access Communication - Ron Irvine - 7:07 pm**

**Moved By:** Monica Knowles

**Seconded By:** Logan Horsman

THAT we approve the CAO to sign and send the letter of support to Access Communications in their application for the Universal Broadband Fund.

CARRIED

2023/084

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

**Moved By:** Mark Horsman

**Seconded By:** Logan Horsman

THAT Council approve and adopt the agenda.

CARRIED

4. **Approval of Minutes:**

2023/085

4.1 **April 12, 2023 Meeting Minutes**

**Moved By:** Mark Horsman

**Seconded By:** Monica Knowles

That the minutes of the Regular Meeting of Council held April 12, 2023 be approved.

CARRIED

5. **Financial:**

2023/086

5.1 **Cheque and Online Payment Approval**

**Moved By:** Stanley Norrish

**Seconded By:** Logan Horsman

THAT cheques and online payments are hereby approved as follows:

Batch 2023-00026 May 3rd meeting \$4,809.56

CARRIED

2023/087

**5.2 Payroll**

**Moved By:** Logan Horsman

**Seconded By:** Monica Knowles

THAT Payroll be hereby approved as presented:

PP	Description	Amount
#3 & 3a	March 2023 Council Pay	\$846.60 & \$200.00
#4	April 2023 Council Pay (SUMA Included)	\$4,693.65
#7	Staff Pay March 22-April 4, 2023	\$4,921.98
#8	Staff Pay April 5-18, 2023	\$5,066.24

CARRIED

2023/088

**5.3 Budget**

**Moved By:** Stanley Norrish

**Seconded By:** Monica Knowles

THAT the Budget for 2023 be hereby approved and adopted as presented.

CARRIED

2023/089

**5.4 Transfer from reserves**

**Moved By:** Stanley Norrish

**Seconded By:** Logan Horsman

THAT approval is provided to transfer the funds from the Conexus Reserves Account in the amount of \$15,000.00 to the Conexus General Account to cover operating costs.

Be it further resolved it is understood there is a chance the operating expenses will result in entering the working overdraft for the 2023 year.

CARRIED

2023/090

**5.5 Tax Levy 2023**

**Moved By:** Mark Horsman

**Seconded By:** Logan Horsman

THAT the 2023 tax levy will be as follows:

Base Tax

Land	\$450.00
Improvement	\$750.00
Total Land & Improvement	\$1,200.00
Mill Rate	7%
Commercial Mill Rate Factor	2.7
Residential Mill Rate Factor	1.0

CARRIED

2023/091

**6. Reports: Approve Reports**

**Moved By:** Monica Knowles

**Seconded By:** Logan Horsman

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

CARRIED

- 6.1 Fire Dept minutes
- 6.2 NVWM Meeting Minutes March 20, 2023

7. Old Business:

2023/092

7.1 Approval of Subdivision of Lot F

**Moved By:** Mark Horsman  
**Seconded By:** Logan Horsman

THAT the CAO is instructed to send the approval of the subdivided land to our lawyers Martin Dupont LLP for registration with ISC.

CARRIED

7.2 SAMA Annual Report

2023/093

7.3 TAXervice - Roll 189

**Moved By:** Logan Horsman  
**Seconded By:** Stanley Norrish

THAT TAXervice, on behalf of the Village of Lipton, be authorized to proceed under the Tax Enforcement Act to acquire title for the following described lands:

LOT 9-BLK/PAR 16-PLAN EW1316 EXT 40, 153177431

LOT 19-BLK/PAR 3-PLAN NO 62666 EXT 0, 141271837

CARRIED

2023/094

7.4 Curling Club Lease Agreement Renewal

**Moved By:** Mark Horsman  
**Seconded By:** Logan Horsman

THAT the agreement between the Village of Lipton and the Lipton Curling Club leasing beginning May 1, 2023 for five (5) years is approved and instruct CAO to send agreement out for approved signatures.

CARRIED

2023/095

7.5 Bylaw 03-2023 - A Bylaw to enter into an agreement to the lease the premises known as the Curling Rink

**Moved By:** Stanley Norrish  
**Seconded By:** Monica Knowles

That Bylaw Bylaw 03-2023 - A Bylaw to enter into an agreement to the lease the premises known as the Curling Rink be read a first time

CARRIED

2023/096

7.6 Bylaw 03-2023 - A Bylaw to enter into an agreement to the lease the premises known as the Curling Rink

**Moved By:** Stanley Norrish  
**Seconded By:** Monica Knowles

That Bylaw Bylaw 03-2023 - A Bylaw to enter into an agreement to the lease the premises known as the Curling Rink be given three readings at this meeting.

CARRIED

2023/097

**7.7 Bylaw 03-2023 - A Bylaw to enter into an agreement to the lease the premises known as the Curling Rink**

**Moved By:** Monica Knowles  
**Seconded By:** Mark Horsman

That Bylaw 03-2023 - A Bylaw to enter into an agreement to the lease the premises known as the Curling Rink be read a second time

CARRIED

2023/098

**7.8 Bylaw 03-2023 - A Bylaw to enter into an agreement to the lease the premises known as the Curling Rink**

**Moved By:** Logan Horsman  
**Seconded By:** Monica Knowles

That Bylaw 03-2023 - A Bylaw to enter into an agreement to the lease the premises known as the Curling Rink be read a third time and adopted.

CARRIED

2023/099

**7.9 Bylaw 01-2023 A Bylaw to amend the Zoning Bylaw**

**Moved By:** Logan Horsman  
**Seconded By:** Mark Horsman

That Bylaw 01-2023 A Bylaw to amend the Zoning Bylaw be read a second time

CARRIED

2023/100

**7.10 Bylaw 01-2023 A Bylaw to amend the Zoning Bylaw**

**Moved By:** Stanley Norrish  
**Seconded By:** Mark Horsman

That Bylaw 01-2023 A Bylaw to amend the Zoning Bylaw be read a third time and adopted.

CARRIED

**8. New Business**

2023/101

**8.1 Lipton Housing Board Appointment**

**Moved By:** Mark Horsman  
**Seconded By:** Monica Knowles

THAT the Village of Lipton recognize and appoint Donna Lutz as Chair of the Board for the Lipton Housing Authority and to further appoint Laurie Goff as a newly appointed board member for the Village of Lipton.

CARRIED

2023/102

**8.2 Permit LIP23-001**

**Moved By:** Logan Horsman  
**Seconded By:** Monica Knowles

THAT approval is provided for Permit LIP23-001. All associated costs will be applied: \$50.00 permit application fee and \$560.00 for inspections and PBI review costs totalling \$610.00.

CARRIED

2023/103

**8.3 Permit LIP23-002**

**Moved By:** Logan Horsman  
**Seconded By:** Stanley Norrish

THAT approval is provided for Permit LIP23-002 Demolition of garage at Lot 8 Blk 1 Plan AX1973 and we recognize the required permit cost of \$50.00 has been paid on Rec #230019-041.

CARRIED

2023/104

**8.4 Permit LIP23-003**

**Moved By:** Mark Horsman  
**Seconded By:** Stanley Norrish

THAT Permit LIP23-003 is approved with the requested location as a rebuild of where it originally was provided the existing cement pad is being used. If a new cement pad is required the 5 ft distance between properties will be implemented with moving the location over 1 ft to comply with the zoning bylaw. There will not be a need for the location to be set back 22 feet from the alley - the current distance will suffice. All associated costs will be applied: \$50 permit application fee and PBI costs according to Bylaw 2019-01.

CARRIED

2023/105

**8.5 Mutual Aid - Town of Cupar**

**Moved By:** Mark Horsman  
**Seconded By:** Stanley Norrish

THAT approval is provided to enter into a mutual aid agreement with the Town of Cupar for fire services.

CARRIED

2023/107

**8.6 Approval to provide 3 readings**

**Moved By:** Stanley Norrish  
**Seconded By:** Monica Knowles

That Bylaw #02-2023 the Bylaw to Enter into Mutual Aid Agreement be given three readings at this meeting.

CARRIED

2023/106

**8.7 Bylaw 02-2023 Mutual Aid Agreement - 1st Reading**

**Moved By:** Stanley Norrish  
**Seconded By:** Logan Horsman

That Bylaw #02-2023 a Bylaw to Enter into Mutual Aid Agreement be read a first time

CARRIED

2023/108

**8.8 Bylaw 02-2023 Mutual Aid Agreement - 2nd Reading**

**Moved By:** Stanley Norrish  
**Seconded By:** Mark Horsman

That Bylaw #02-2023 a Bylaw to Enter into Mutual Aid Agreement be read a second time

CARRIED

2023/109

**8.9 Bylaw 02-2023 Mutual Aid Agreement - 3rd Reading**

**Moved By:** Logan Horsman  
**Seconded By:** Monica Knowles

That Bylaw #02-2023 a Bylaw to Enter into Mutual Aid Agreement be read a third time and adopted.

CARRIED

2023/110

**8.10 TAXervice**

**Moved By:** Stanley Norrish  
**Seconded By:** Logan Horsman

THAT TAXervice be authorized to begin proceedings on the following roll number in arrears:

Roll# 135 Lot 5-6 Blk 11 Plan AL2604

CARRIED

**9. Correspondence:**

**9.1 RCMP - weekly reports**

2023/111

**9.2 Mud Bogs**

**Moved By:** Mark Horsman  
**Seconded By:** Stanley Norrish

THAT approval for the Mudbogs to be held on June 3 rd and August 5 th , 2023, in the Lipton Sports Grounds, as requested, at a rate of \$50/day per event. All insurance must be in place and a copy of same will be provided to the office prior to each event. One (1) free tank of water will be supplied per event where any other tank loads would be charged \$50 a load to cover the cost of labor to a maximum of three (3) loads. The truck must be loaded during the maintenance staff's working hours of 7:00 am - 3:00 pm and it will be a small tanker with a maximum hauling capacity of 8,000 gallons.  
BE IT FURTHER MOTIONED that the Village of Lipton will be added as an insured on their policy for both dates.

CARRIED

**9.3 Northern Rural Networks**

2023/112

**9.4 File Correspondence:**

**Moved By:** Monica Knowles  
**Seconded By:** Stanley Norrish

THAT all correspondence be filed as provided.

CARRIED

2023/113

**10. Adjourn**

**Moved By:** Mark Horsman

That the meeting be adjourned at 9:22 p.m.

CARRIED

  
\_\_\_\_\_  
Mayor Ron Tomolak

  
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Wanda McLeod CAO

