

**VILLAGE OF LIPTON**  
**Minutes of the Regular Meeting**  
**held on December 4, 2019 in the Village Council Chambers**

**Present:**

Mayor: Ron Tomolak  
Councilors: Mark Horsman  
Logan Horsman  
Joye Schoonbaert  
Rob Schoonbaert  
CAO: Erinn Schreiner  
Assistant CAO: Kara Lewis

**Call to Order:**

A quorum being present, Mayor Ron Tomolak called the meeting to order at 7:00 p.m.

**Agenda Approval:**

**265/19 J. Schoonbaert** That Council approved the agenda.

**Carried**

**Minutes:**

**266/19 R. Schoonbaert** That the minutes of the Regular Meeting of Council held November 6, 2019 be approved.

**Carried**

**Accounts:**

**267/19 L. Horsman** That Conexus Cheques #47 - #95 \$37,639.93; Online Conexus totaling \$6965.15; and Online Conexus Payroll #163 - #170 totaling \$12,841.08, be hereby approved.

**Carried**

**Reports:**

**268/19 R. Schoonbaert** That Council accept the verbal reports of the Mayor, Councilors and the written report prepared by the CAO.

**Carried**

**Old Business:**

**EMO Draft Plan**

**269/19 J. Schoonbaert** That Council acknowledges the draft plan for the EMO Draft Plan and that we continue to work on it and have a potential completion date of January, 2020.

**Carried**

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**Parking Bylaw**

**270/19 R. Schoonbaert** That Council acknowledges the changes to the Parking Bylaw and that the CAO bring it back to the next meeting for the first reading.

**Carried**

**Councillors M. Horsman and L. Horsman declared a conflict before discussion and voting of agenda item E 2. They left the meeting at 7:50 pm and returned to the meeting at 8:10 pm after the discussion and voting.**

**Lot Consolidation**

**243/19 J. Schoonbaert** That Council approves the request to have Lot 3, Block 17, Plan EW1316 combined with Lot 4, Block 17, Plan EW1316.

**Defeated**

**Councillors J. Schoonbaert and R. Schoonbaert declared a conflict with Agenda item E4 and left the meeting at 8:10 pm before discussion and voting. They returned to the meeting at 8:28 pm after discussion and voting**

**Lot 17 Subdivision**

**244/19 L. Horsman** That Council acknowledges the receipt of a letter from Bertram Scrivens Prior Martin in regards to the subdivision of Lot 17 and the removal of property from the lot.

**Carried**

**Mayor R. Tomolak declared a conflict with Agenda item E6 and left the meeting at 8:28 pm before discussion and voting. Deputy Mayor M. Horsman took the chair and led the meeting during the discussion and voting. Mayor Tomolak returned to the meeting at 8:40 pm and resumed his role as chair.**

**Gray Avenue Closure - land sale**

**245/19 J. Schoonbaert** That Council sets the purchase price of the closed road at \$100.00 and that the CAO write the Road Closure and Sale Bylaw to be presented at the next meeting and that all notices be done in accordance to the Public Notice Bylaw.

**Carried**

**Third Man - Staffing Issues**

**247/19 R. Schoonbaert** That Council will wait until they hear from Labour Standards in regards to needing a modified work arrangement or an averaging of hours permit.

**Carried**

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**New Business:**

**October 2019 Financial Statement**

**248/19 M. Horsman** That Council approves the October 2019 Financial Statement, attached to and forming a part of these minutes, as presented.

**Carried**

**Bank Reconciliation Statement - Update**

**249/19 J. Schoonbaert** That Council has been made aware by the CAO that the remaining bank reconciliation statements for CIBC will not be presented until the Auditor has a chance to help get them back into balance.

**Carried**

**LAFOIP - Council Email**

**250/19 J. Schoonbaert** That Council approves the new emailing system that has been set up by Administration as per LAFOIP recommendations.

**Carried**

**Asset Management Plan**

**251/19 L. Horsman** That Council accepts the completed Asset Management Plan that was prepared by Municipal Utilities and Walker Projects.

**Carried**

**Art Seel - Snow Removal**

**252/19 M. Horsman** That Council agrees to have Art Seel continue to do the snow removal at a cost of \$275.00 per month.

**Carried**

**WTP - Pump Purchase**

**253/19 R. Schoonbaert** That Council agrees to purchase a new pump for the WTP.

**Carried**

**Remembrance Day - Wreath Laying Ceremony**

**254/19 L. Horsman** That Mayor Tomolak will attend the Remembrance Day Ceremonies in Dysart and will lay the wreath on behalf of the Village of Lipton.

**Carried**

**Community Policing Report**

**255/19 R. Schoonbaert** That Council accepts the October 1, 2019 Community Policing Report as prepared by the RCMP.

**Carried**

**Village of Dysart - Pump Purchase**

**256/19 R. Schoonbaert** That Council approves the sale of three old electrical panels that are obsolete to the Village, to the Village of Dysart for \$200.00.

**Carried**

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**Bylaw Enforcement Officer - Report**

**257/19 L. Horsman** That Council accepts the bylaw enforcement officer report for 10/07/19 as presented.

**Carried**

**Erin Ave. Road Closure - Old Fashioned Christmas**

**258/19 J. Schoonbaert** That Council approves the request from the Parks and Rec Board to close Erin Ave. on December 14, 2019 from 7:00 pm to 9:00 pm.

**Carried**

**Christmas Office Hours**

**259/19 J. Schoonbaert** That Council approves the Village Office hours over the Christmas break as follows:

December 24, 2019 - Closed at 12:00 pm

**December 25, 2019 - Closed**

**December 26, 2019 - Closed**

**Carried**

**Christmas Gifts**

**260/19 J. Schoonbaert** That Council approves the purchase of a \$25.00 prepaid Visa card for all members of the Fire Department and for the purchase of \$100.00 Visa gift cards for the Village Staff.

**Carried**

**Auditors - Audit Planning Letter**

**261/19 M. Horsman** That Council instructs the CAO to sign the Audit Planning Letter prepared by Miller Moar Grodecki Krekewich & Chorney.

**Carried**

**Public Disclosure Statements**

**262/19 L. Horsman** That Council fills out their 2020 Public Disclosure Statements and hands them into the CAO before the end of November, 2019.

**Carried**

**Correspondence**

**263/19 R. Schoonbaert** That all correspondence be filed as provided.

**Carried**

**Adjournment:**

**264/19 L. Horsman** That the meeting be adjourned at 10:00 p.m.

**Carried**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer