

MUNICIPALITY OF McCREARY

Minutes of the Regular Council Meeting of the Municipality of McCreary held April 8, 2015 in the Municipality of McCreary Council Chambers located at 432 First Avenue in McCreary, Manitoba.

Reeve McLauchlan called this regular meeting to order at 7:30 p.m.

PRESENT:

Reeve	Larry McLauchlan
Councillor	Shawn Buchanan
Councillor	Linda Cripps
Councillor	Coreen Roy
Councillor	Dave Smith
Chief Administrative Officer	Wendy Turko

Councillor Clayton Kohlman was unable to attend.

#186/2015 BE IT RESOLVED THAT the Agenda for the April 8, 2015 Regular Meeting be adopted with the following additions:

Financial:

Resolutions to Pay – General - COPIED:

Joey Bond	Mileage	\$158.00
	Cellular Telephone Allowance	<u>\$ 25.00</u>
		<u>\$183.00</u>
Lorne McNarland	Mileage	\$132.00
	Cellular Telephone Allowance	<u>\$ 25.00</u>
		<u>\$157.00</u>

Standing Committees of Council:

Water and Sewer Utility:

Application for Certification of Operator, Classification of Facilities for Municipality of McCreary and Training – COPIED.

CARRIED.

#187/2015

BE IT RESOLVED THAT the Minutes of the March 25, 2015 Regular Meeting be approved as presented.

CARRIED.

DELEGATIONS and REPORTS:

The Public Works Report was copied for each member of Council, was reviewed and filed under Public Works Reports.

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PETITIONS and CORRESPONDENCE:

DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Mar 31/15	Association of Manitoba Municipalities	Insurance Program Update – COPIED;	Filed Insurance.
Apr 1/15	Association of Manitoba Municipalities	2015 June District Meetings – COPIED;	Diarized for the May 13/15 Regular Meeting. Resolutions are to be provided for consideration by Council. June 1/15 is the deadline. Filed Association of Manitoba Municipalities.
Mar 31/15	Neepawa & Area Planning District	Notice of Public Hearing – COPIED;	Filed Zoning.
Mar 18/15	Dauphin Regional Airport Authority Inc.	2015 Request for Per Capita Grant of \$2.47 or \$2,341.56 – COPIED;	Filed 2015 Budget and Dauphin Regional Airport Authority.
Mar 31/15	McCreary Recreation Commission	2014 Annual Report – COPIED;	Filed McCreary Recreation Commission.
Mar 25/15	Contec Projects Limited	Quotes for Main Lift Station and South (Jonasson) Lift Station – COPIED;	Resolution #198/2015 Standing Committees – Water and Sewer Utility. Filed Sewage Lift Stations.

The Chronological Correspondence File was made available for review with no questions raised or items brought forward.

The Information File Listing and Information File were provided for review by Council with no items brought forward for the attention of Council.

FINANCIAL:

#188/2015 BE IT RESOLVED THAT the following accounts be paid from the General Operating Fund:

Linda Cripps	Association of Manitoba Municipalities Municipal Officials Seminar	\$ 315.00
Larry McLauchlan	MLA Planning Region Meeting	\$ 142.50
	Association of Manitoba Municipalities Mayors, Reeves & CAO's Meeting and Municipal Officials Seminar	\$ 730.00
Coreen Roy	Association of Manitoba Municipalities Municipal Officials Seminar	\$ 580.00
Meyers Norris Penny	Audit Work to March 18, 2015 – Village of McCreary	\$4,520.00

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#188/2015 CONTINUED:

Place Louis Riel Suite Hotel	Association of Manitoba Municipalities Mayors, Reeves & CAO's Meeting and Municipal Officials Seminar Accommodations	\$1,769.18
Carey Conrad	40 Hours – COR Safety Manual	\$1,400.00
Joey Bond	Mileage	\$ 158.00
	Cellular Telephone Allowance	\$ 25.00
		<u>\$ 183.00</u>
Lorne McNarland	Mileage	\$ 132.00
	Cellular Telephone Allowance	\$ 25.00
		<u>\$ 157.00</u>

CARRIED.

#189/2015 BE IT RESOLVED THAT the following accounts be paid from the Utility Operating Fund:

Contec Projects	Spring Maintenance Main Lift Station	\$ 678.00
	North Lift Station	\$ 339.00
		<u>\$ 1,017.00</u>
Contec Projects	Upgrade South (Jonasson) Lift Station Resolution #158/2015	\$26,904.17

CARRIED.

#190/2015 BE IT RESOLVED THAT the General Operating Fund List of Accounts numbered #162 to #194 totalling \$27,977.86 and the Utility Operating Fund List of Accounts numbered #3344 to #3348 totalling \$3,001.16 be hereby approved.

CARRIED.

Outstanding Taxes as at April 1, 2015 total \$55,983.37 with \$14,285.27 outstanding for 2013, \$43,670.94 outstanding for 2014 and credits of \$1,972.84 applicable to 2015.

Outstanding Utility Accounts as at April 1, 2015 total \$23,526.47 with \$2,471.59 being past due and \$21,054.88 due on or before April 30, 2015.

On-Site 2014 Audits for both the former Village of McCreary and the Rural Municipality of McCreary have been completed. We expect to receive 2014 audited Financial Statements for Agassiz Planning District, MLA Regional Planning and McCreary Recreation Commission for completion of Consolidated 2014 Financial Statements for the two amalgamation partners.

**2015 Financial Planning and Public Hearing Date:
Year end results are to be confirmed shortly to allow proceeding with completion of combined balance forwards for the Municipality of McCreary.**

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Tax Sale:

Nine properties with taxes owing for 2013 currently qualify for tax sale. A courtesy letter has been sent after the April 1, 2015 interest incurred.

BY-LAWS:

#4/2015 – Terms and Conditions of Employment By-Law:

The Personnel Policy is being worked on.

UNFINISHED BUSINESS:

a) **Insurance Claim – McCreary Centennial Arena:**

This matter is ongoing.

b) **Municipality of McCreary Signs:**

A revised quote to include additional signs is to be requested by Councillor Cripps for use during financial planning for 2015 and accumulation of the costs of amalgamation. Electronic images of the logos of the two amalgamation partners are to be provided as well.

c) **Municipal Land Lease:**

A follow up has been sent.

Dave Smith, Councillor, declared a personal interest in the next agenda item and left the Council Chambers.

d) **Quotes for 2015 Gravelling Program:**

#191/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby accepts the quote of Wayne Taylor for the 2015 Gravelling Program as follows:

Hauling to Mile One	\$1.28 per yard;
Hauling After Mile One Per Mile	\$0.37 per yard;
Crushing 12,000 Yards	\$3.48 per yard;

on the following conditions:

- 1. The 2015 Gravelling Program is to be completed no later than July 31, 2015;**
- 2. The cost of moving to the gravel pit and stripping shall be the responsibility of the Contractor;**
- 3. Workers Compensation Coverage as well as Liability Insurance Coverage are required and the costs are the responsibility of the Contractor.**

CARRIED.

#192/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby accepts the quote of Hoes for Hire Ltd. for the bailing of gravel at the PFRA McCreary Community Pasture Pit for 30 hours at a cost of \$140.00 per hour with this work to be completed no later than May 15, 2015.

CARRIED.

Councillor Smith was invited to rejoin the meeting.

- e) **Dust Control Program:**
The Contractor has confirmed acceptance. Correspondence to confirm sites, etc. will be completely as soon as possible.
- f) **Manitoba Youth Job Centre:**
All arrangements have been finalized. Telephone service will be arranged by the department.
- g) **McCreary Swimming Pool – Elections:**
As per the mail drop and mail distribution the elections will be hosted in the Municipality of McCreary Council Chambers on Monday, April 13, 2015 at 7:30 p.m. Once a Board of Directors is in place details and capital costs for the season, including pump needs, can be dealt with.
- h) **Manitoba Municipal Administrators’ Association Workshop – Administration and Financial Development – COPIED:**

#193/2015 BE IT RESOLVED THAT Wendy Turko, or her delegate, be authorized to attend the Manitoba Municipal Administrators’ Association “Administration and Financial Development Program” Workshop in Onanole, Manitoba on October 7 to 9, 2015 on the understanding that the registration fee of \$399.00, meals not included in the registration fee and mileage will be at the cost of the Municipality of McCreary.

CARRIED.

- i) **McCreary School – Recycling Plastic Shopping Bags:**

#194/2015 BE IT RESOLVED THAT the McCreary School Recycling Program be authorized to store its inventory of plastic shopping bags collected at the McCreary Waste Disposal Site between pickups for 2015 until an alternative can be found, on the understanding that all transportation is the responsibility of the McCreary School and that access to the McCreary Waste Disposal Site is to be arranged with the Municipality by McCreary School in advance.

CARRIED.

GENERAL BUSINESS:

None.

STANDING COMMITTEES OF COUNCIL:

- a) **Legislative, Finance, Personnel and Policy (Roy-Cripps-Kohlman-McLauchlan):**

Personnel Policy and Job Descriptions and being worked on for consideration by Council at the next regular meeting.

The receipt of applications for the Assistant Chief Administrative Officer position closes on April 10, 2015 at 4:00 p.m. The committee will meet April 14, 2015 at 7:30 p.m. to consider applications received.

#195/2015 BE IT RESOLVED THAT Russell Vivier be authorized to take unpaid time off on July 27, 28, 29, 30 and 31, 2015.

BE IT FURTHER RESOLVED THAT Russell Vivier's request to begin accumulating paid vacation rather than be paid vacation pay on each pay cheque be approved to begin effective April 5, 2015.

CARRIED.

#196/2015 BE IT RESOLVED THAT a Committee of the Whole of the Municipality of McCreary go in camera for the purpose of discussing an employee or employees as provided for in Subsection 152(3) of The Municipal Act.

CARRIED.

#197/2015 BE IT RESOLVED THAT the Municipality of McCreary close its in camera discussion and re-open the meeting to the public.

CARRIED.

Cellular Telephone Allowance was discussed and the best option for Public Works is to be researched by the Operations Foreman.

All training needs will be reviewed in the Fall based on the Operations Foreman's recommendation. Tyler is to research training available to allow all staff with duties at the Water Plant to obtain the component Water Treatment I as quickly as possible.

b) Protective Services (Buchanan-McLauchlan-Smith):

Development and Building Permit Applications that have been received as well as information received from the Development Officer and the Building Inspector were reviewed and discussed.

Fire Prevention Inspections:

This matter is to be discussed during financial planning for 2015.

c) Transportation and Drainage (Buchanan-Cripps-McLauchlan-Smith):

Municipal Road Improvement Program Grant:

The 2014 extended projects and any new application(s) will be considered during financial planning for 2015.

Bridge Structure Crossing Norgate Drain:

Correspondence has been sent as instructed at the last regular meeting.

Request to Install Driveway – 214 Fourth Avenue:

This matter was referred to the Operations Foreman for a report to Council for consideration.

The March, 2015 Dragging Map was reviewed and filed. Dragging will begin again at the end of the week after the recent snow fall.

Having an on-site meeting concerning drainage at Mountainview and Jonasson was discussed.

d) Buildings (Kohlman-McLauchlan):

Rentals - 436 Second Avenue:

The Lease has been signed and payment received for Office #1. The Lease for the remaining space available for rent has been provided but not received back as yet.

Telephone and Internet Services:

Options are to be researched for consideration by Council.

Photocopier:

This can be removed from the agenda as the photocopier and current maintenance contract will remain in place.

Manitoba Youth Job Centre:

This can also be removed from the agenda as the Department will make arrangements for telephone services at 436 Second Avenue and the space is ready for use.

e) Environmental Health Services (McLauchlan-Buchanan):

Shredding at the landfill has been requested but the date has not been confirmed.

The Recycling Mail Out draft was discussed and suggestions made.

Copies of agreements dealing with recycling and waste disposal will be copied for the Operations Foreman.

Acceptance of white goods at the waste disposal site and the municipality obtaining certificates was discussed. Dumping fees were discussed.

f) Public Health and Welfare Services (Smith-McLauchlan):

Nothing to report at this time.

g) Environmental Development Services (Roy-Cripps-McLauchlan):

Nothing to report at this time.

h) Economic Development Services (Roy-McLauchlan-Smith):

Nothing to report at this time.

i) Recreation, Culture, Parks, Playgrounds (Kohlman-McLauchlan):

Nothing new to report at this time.

j) Water and Sewer Utility (Cripps-Kohlman-McLauchlan-Roy):

Private Sewer Service 205 First Avenue:

Camera work is to be cancelled and the repair is to proceed as soon as weather permits.

Proceeding with making application for Operator in Training Certification for the utility was discussed.

#198/2015 BE IT RESOLVED THAT the quote of Contec Projects Limited to replace the HDL Check Valve – Main Lift Station in the amount of \$4,992.00 plus taxes and the quote to Replace Floats – South Lift Station in the amount of \$1,880.00 plus taxes be accepted with work to proceed as soon as possible.

CARRIED.

#199/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby agrees to renew the private water line service to the front property line for Roll #116400 at the cost of the Municipality of McCreary at a date agreeable to the property owner.

CARRIED.

#200/2015 BE IT RESOLVED THAT the Municipality of McCreary make application for a Class I Operator Certificate for Tyler McFadyen with respect to the McCreary Water and Sewer Utility on the understanding that the application fee of \$100.00 be paid by the Municipality of McCreary – Utility Fund.

AND BE IT FURTHER RESOLVED THAT the Municipality of McCreary also make application for Facility Classification as required due to the municipal amalgamation.

CARRIED.

ORGANIZATIONS:

a) Planning District (McLauchlan):

Future of Planning Services:

This matter can be removed from the Agenda until further information is received.

The March, 2015 MLA Planning Region Report was reviewed and filed.

b) McCreary & District HandiVan (Cripps-Roy):

Dispatch services were discussed. Sandra Deslauriers has agreed to provide dispatch services effective on or about May 1, 2015.

c) McCreary District Library (Roy-Buchanan):

The table being offered to the Library for its use will be looked at and a decision made at the April 14, 2015 meeting.

d) Parkland District Library (Roy-Buchanan):

The next meeting is on April 27, 2015.

e) McCreary Recreation Commission (Kohlman)

Events coming up include Bingo, Texas HoldEm, Maple Syrup Festival, Old Time Dance Lessons and Irish Dance Lessons.

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- f) Turtle River Watershed Conservation District #2 – Sub-District #44 (Buchanan-Smith):**
Projects included in the budget for this season are to be confirmed. The next meeting is scheduled for April 16, 2015.
- g) Riding Mountain Liaison (Smith-Cripps):**
The Minutes of March 5, 2015 were received and filed.
- h) Riding Mountain Biosphere (Smith-Cripps):**
The January 29, 2015 Minutes, February 26, 2015 Agenda, Meeting Schedule and Meeting Notice we received and filed. Councillor Smith reported on the Community Gardens Project being offered through the Biosphere. Councillor Smith will obtain documents for further consideration as well as speak to McCreary Alpine Manor Inc. to see if there is interest.
- i) Whitemud Watershed Conservation District – Big Grass Sub-District (Smith-Buchanan):**
The next meeting is scheduled for April 13, 2015 in Glenella.
- j) Inter-Ridge Veterinary Services (Kopytko-Buchanan):**
A report has not been received. The agreements have been signed.
- k) Westlake Veterinary Board (Buchanan):**
Following yesterday’s meeting, Councillor Buchanan will act as the Vice-Chairperson. Renovations to the clinic are to be made. Financing has been extended.
- l) Neepawa & Area Veterinary Board (Buchanan-Smith):**
Nothing new to report.
- m) McCreary Golf Course Development (Roy-Kohlman):**
Nothing to report.

Notice of Motion:
None.

Remarks:
The next regular meeting is scheduled for April 22, 2015.

Committee of the Whole - Confidential - In Camera:
Nothing further.

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#201/2015 BE IT RESOLVED THAT this regular council meeting do now adjourn.

Time of Adjournment: 10:33 p.m.

CARRIED.

MUNICIPALITY OF McCREARY

LARRY McLAUHLAN, Reeve

WENDY L. TURKO, Chief Administrative Officer