

MUNICIPALITY OF McCREARY

Minutes of the Regular Council Meeting of the Municipality of McCreary held August 12, 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
Deputy Reeve	Linda Cripps
Councillor	Shawn Buchanan
Councillor	Coreen Roy
Councillor	Dave Smith
Councillor	Allan Whyte
Operations Foreman	Tyler McFadyen (7:35 to 8:05 p.m.)
Chief Administrative Officer	Wendy Turko

Clayton Kohlman, Councillor, was unable to attend.

#338/2015 BE IT RESOLVED THAT the Agenda for the August 12, 2015 Regular Meeting be adopted as prepared by the Chief Administrative Officer.

CARRIED.

#339/2015 BE IT RESOLVED THAT the Minutes of the July 8, 2015 Regular Meeting, July 10, 2015 Special Meeting, July 15, 2015 Special Meeting and the July 27, 2015 Special Meeting be approved as presented.

CARRIED.

DELEGATIONS and REPORTS:

7:35 p.m. Tyler McFadyen, Operations Foreman, attended to review his written Public Works Report with Council. Tyler was thanked for this report which was filed under Public Works - Reports to Council.

8:00 p.m. McCreary Gym Committee:
Christina Law and Nicole Musgrave attended on behalf of the McCreary Gym Committee which has now been incorporated as the McCreary Fitness Centre Inc. A copy of its Business Plan was provided together with a quote for access systems. Grant applications and deadlines were discussed. A "Soup and Sandwich" fundraiser is planned for August 31, 2015 at the McCreary Seniors Drop-In Centre. Applying to work a "Bingo" in Winnipeg is to be made with 7 workers required. Floor space and floor plan of the rental space, equipment availability, memberships, market share, certified instructors/trainers, rules of operation, programs to be offered, insurance, rent, start-up fund raisers, and operational structure were topics of discussion. Insurance required and how other facilities are insured is to be researched further by the committee and provided to the municipal office for further consideration by Council. Christina and Nicole were thanked for their attendance and the committee was thanked for the time and effort involved in this project. They then left the meeting.

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PETITIONS AND CORRESPONDENCE:

DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
July 15/15	Mervyn Butterfield	Request to clean 500 Yards of Ditch at NW 5-21-15 – COPIED;	TABLED. A License to Construct Municipal Minor Control Works is to be prepared for consideration by Council. Tour of sites was discussed. Filed Drainage Requests.
July 22/15	Mervin and Cheryl Butterfield	Concern about Dust Control – COPIED;	TABLED. Sites measurements are to be confirmed by Public Works. Filed Dust Control.
July 27/15	Re/Max for Emil Marciski	Request to Have Septic at Lot 1, Plan 5264 Connected to Municipal Sewer System – COPIED;	TABLED. Plans and Main Sewer Line Location require further research. Filed Sewer Service Requests.
July, 2015	Margaret Roncin	Thank you – COPIED;	Filed Personnel.
July 13/15	McCreary Alpine Manor Inc.	Property and Parking Area Pot Holes – COPIED;	Public Works is to be asked to attend to this. Filed McCreary Alpine Manor Inc.
July 31/15	Cargill	No Longer Require Weekly Meetings in McCreary – COPIED;	Resolution #363/2015 Standing Committee – Buildings. Filed Cargill.
Aug 5/15	Turtle River Watershed Conservation District	Responsibility for Through-Road Culverts – COPIED;	Filed Turtle River Watershed Conservation District.
July 6/15	Association of Manitoba Municipalities	Resignation of Doug Dobrowolski as President – COPIED;	Filed Association of Manitoba Municipalities.
July 29/15	Association of Manitoba Municipalities	AMM 2015 In Memoriam – COPIED;	Filed Association of Manitoba Municipalities.
Aug 6/15	Association of Manitoba Municipalities	Municipal Visit – Oct 7/15 – COPIED;	Resolution #353/2015 General Business. Filed Association of Manitoba Municipalities.
June 29/15	Manitoba Conservation and Water Stewardship	Facility Classification Certificate – COPIED;	Filed Water Facility Classification.
June 30/15	Manitoba Municipal Government,	2016 Board of Revision – COPIED;	Resolution #354/2015 General Business. Filed Board of

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	Assessment Services		Revision.
DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
June 30/15	Honourable Drew Caldwell, Minister of Manitoba Municipal Government	Municipal Program Grants – COPIED;	Funding level was discussed and is to be discussed with AMM during the Oct. 7/15 visit. Filed Municipal Government – Municipal Programs Grant.
July 28/15	Manitoba Municipal Government, Assessment Services	Assessment Changes – COPIED;	Resolution #355/2015 General Business. Filed Taxes – Added and Reduced.
Aug 6/15	Manitoba Municipal Government, Assessment Services	2016 Preliminary Assessment Roll – COPIED;	Filed Assessment and Assessment Roll.
July 29/15	Manitoba Infrastructure and Transportation	Shoo-Fly Detour Bridge Site #1368 – PTH #5 – Tityk Drain – COPIED;	There are no municipal utilities in the area. Filed Manitoba Infrastructure and Transportation.
July 23/15	Manitoba Conservation and Water Stewardship, Environmental Compliance and Enforcement	Inspection Report – COPIED;	Resolution #366/2015 Standing Committee – Water and Sewer Utility. Filed Sewage Lagoon, Waste Disposal Grounds and Manitoba Conservation and Water Stewardship.
July 27/15	Royal Canadian Mounted Police	Meeting Request – AMM Convention – COPIED;	Filed Royal Canadian Mounted Police.
July 31/15	Royal Canadian Mounted Police	July, 2015 Statistical Report – COPIED;	Filed Royal Canadian Mounted Police.

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:

#340/2015 WHEREAS it is necessary to replace the pump motor at the Main Well providing water the McCreary Water Utility on an emergency basis;

AND WHEREAS this was not included in the 2015 Financial Plan;

THEREFORE BE IT RESOLVED THAT the Municipality of McCreary re-direct the amount of \$3,000.00 included in its 2015 Capital Budget for Water Meters towards the cost of replacing the pump motor at the main well.

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CARRIED.

#341/2015 BE IT RESOLVED THAT the following accounts be paid from the General Operating Fund:

Shawn Buchanan	Mileage and Per Diem Ste. Rose Veterinary Board Meeting Aug 4/15	\$ 97.50
City of Brandon	2015 911 Per Capita Grant	\$3,450.72
Linda Cripps	Meals, Mileage, Per Diem By-Law Enforcement Meeting And Rain Event	\$ 140.00
Larry McLauchlan	Mileage and Per Diem By-Law Enforcement Meeting	\$ 172.50
Portage & District Recycling Inc.	July, 2015 Recycling Curbside Depot	\$ 965.50 <u>\$2,393.14</u> <u>\$3,358.64</u>
Toromont Cat	Parts for Grader Labour, Mileage	\$1,029.00 <u>\$ 624.66</u> <u>\$1,653.66</u>

CARRIED.

#342/2015 BE IT RESOLVED THAT the following accounts be paid from the Utility Operating Fund:

M & M Drilling Rivers Ltd.	Motor, Wet End, Pull and Change Pump, Blow Out Well, Control Box	\$3,781.05
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CARRIED.

#343/2015 BE IT RESOLVED THAT the General Operating Fund List of Accounts numbered #429 to #507 totalling \$82,760.47 and the Utility Operating Fund List of Accounts numbered #3392 to #3402 totalling \$4,618.76 be hereby approved.

CARRIED.

Outstanding Taxes as at August 7, 2015 total \$1,461,992.59 with \$39,975.54 outstanding for 2014 against 47 properties and \$1,423,005.05 for 2015 with a due date of October 31, 2015. The 2015 Property Tax Bills were mailed on July 27, 2015.

Outstanding Utility Accounts as at August 7, 2015 total \$9,495.56 with \$2,608.46 being two quarters past due and requiring 16 Disconnect Notices and the remaining \$6,887.10 which became past due on August 1, 2015.

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2014 Audited Financial Statements of the Village of McCreary:
The final review of the statements is being done and is expected to be received next week. A special meeting was suggested once the statements are received and distributed.

Tax Sale:

A tax sale is not required as all 2013 property tax arrears have been paid.

Quotes for 2015 Audit Services for the Municipality of McCreary:

#344/2015 BE IT RESOLVED THAT the quote of MNP LLP to provide the Municipality of McCreary with audit services for the fiscal year 2015 be accepted as follows:

2015 \$12,500.00 plus GST and PST.

AND BE IT FURTHER RESOLVED THAT MNP LLP be hereby appointed as auditors for the Municipality of McCreary for the fiscal year 2015.

CARRIED.

Review of Investments – Municipality of McCreary – TABLED.

#345/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby identifies the method of recovery of the 2013 General Operating Fund Deficit in the amount of \$105,268.00 related to a Housing Project as included in Schedule 17 of the 2013 Audited Financial Statements of the Village of McCreary as being Village of McCreary Borrows By-Law #16/2013 approved by The Municipal Board of Manitoba Decision and Order #E-13-148 File No. 11E7-0021 dated December 10, 2013 and as funded by the Royal Bank of Canada received on January 24, 2014 as evidenced by Receipt #140004-033.

CARRIED.

#346/2015 BE IT RESOLVED THAT the following sewer and water account, plus any applicable interest, be added to property taxes effective August 31, 2015 if they remain unpaid:

Roll #115100 Water/Sewer Bill #115100 0020 \$160.88

CARRIED.

BY-LAWS:

#347/2015 BE IT RESOLVED THAT By-Law #12/2015 being a By-Law to authorize entering an agreement with the Government of Manitoba to subsidize homeowner's for installation of in-line backwater valves and sump pumps/pits to reduce private property flooding due to back-up of either municipal sewer systems or home drainage systems/weeping tiles as provided for under the Sewer Back Up Subsidy Program be given third and final reading.

CARRIED.

UNFINISHED BUSINESS:

- a) **Insurance Claim – McCreary Centennial Arena:**
This is nearing completion.
- b) **Municipality of McCreary Signs:**
Two signs are still to be installed after use in the August 23, 2015 Parade. The sign for the Arena was damaged during shipping and compensation is being requested.
- c) **Municipal Land Leases:**

#348/2015 BE IT RESOLVED THE 2015 Land Lease Invoice for NW 26-21-14W be revised to reflect the 2015 Assessment Change, as hereby accepted by the Municipality of McCreary, from \$19,200 to \$14,200 dated July 28, 2015 and that the due date be revised to September 30, 2015.

CARRIED.

#349/2015 BE IT RESOLVED THAT the Municipality of McCreary amend its terms of acceptance of Kirby Law as the new Lessee of the NE 28-21-14W and the SE 28-21-14W by removing the condition imposed by Council

AND BE IT FURTHER RESOLVED THAT the Municipality of McCreary hereby authorize the Reeve and the CAO to proceed with completion and signature of this Land Lease Agreement for the 2016 season.

CARRIED.

- d) **Association of Manitoba Municipalities:**
There has been no change with respect to accommodations for November, 2015 Convention being held in Brandon, Manitoba with nothing yet confirmed.
- e) **Thomas Sill Foundation – Street Name Signs:**
Reeve McLauchlan volunteered to follow up on this matter.
- f) **McCreary Centennial Arena Land Consolidation and Possible Addition – Zamboni and Change Room/Fire Hall:**
The Surveyor will proceed with the survey work for property consolidation as soon as possible.
- g) **Sale of Municipally Owned Land:**
This matter can be removed from the Agenda.
- h) **Building Location – 615 First Avenue:**
Recommendations for moving the building and estimates of costs are to be obtained.
- i) **By-Law Review and By-Law Enforcement Officer:**
Input of the CAO is to be submitted as she is now unable to attend the meeting on August 20, 2015 that was rescheduled from August 17, 2015. Generic By-Laws for the region involved were discussed.

j) Insurance Coverages:

Golf Course Golf Carts and Trike:

Values of golf carts have been requested from the McCreary Golf & Country Club.

Museum – School House and Train Station:

Particulars of the buildings and contents have been requested from the McCreary Heritage Advisory Committee.

k) MTS – Municipal Rights-Of-Way Application:

#350/2015 WHEREAS MTS Allstream has provided a MTS Municipal Rights-of-Way Application Form #9121975-APPROVAL to bury a new cable from the pole on the West side of Jonasson Crescent across the road to the Southeast for 150 meters and install a new pedestal on the Southeast side of the Manitoba Hydro transformer pad; then directional drill to install the cable and conduit, install the cable east of the pole along the roadway for 15 meters to avoid being close to the sewer and water lines, then install the cable on a 1.5 meter easement on the public reserve, using a vac truck to install the pole anchor and pedestal.

THEREFORE BE IT RESOLVED THAT the Municipality of McCreary approve MTS Municipal Rights-Of-Way Application Form File #9121975-APPROVAL as per the sketch provided on the understanding that Notice to the municipality and neighbouring properties near the site is required.

CARRIED.

l) DataLink – Civic Numbering – Rural Area:

This project is to proceed as time permits and after completion of amalgamation matters.

GENERAL BUSINESS:

a) Review of Bulk Water Rates:

#351/2015 BE IT RESOLVED THAT the new bulk water rate be set as 55 gallons of treated water for \$1.00 effective immediately.

CARRIED.

b) Rain Event – July 28, 2015 – Request Disaster Financial Assistance:

#352/2015 BE IT RESOLVED THAT the Municipality of McCreary does hereby apply for and request Disaster Financial Assistance from the Province of Manitoba for damages to and required response on both private properties and public sector properties within the Municipality of McCreary caused by flooding as a result of heavy rains received on July 28, 2015 within a short period of time.

CARRIED.

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- c) **Dissolution of McCreary & District Economic Development Board:**
Distribution of any remaining funds was discussed. Confirmation of amount of remaining funds and intentions for distribution is to be requested.

- d) **Condition of 100 Mountainview:**
This matter is to be referred to the By-Law Enforcement Officer for an opinion.

- e) **Early Payment Tax Incentive:**
This matter was discussed and is to be filed under 2016 Budget for consideration at that time.

#353/2015 BE IT RESOLVED THAT the Municipality of McCreary meet with the Association of Manitoba Municipalities on Wednesday, October 7, 2015 at 12:00 Noon as requested by the Association of Manitoba Municipalities.

AND BE IT FURTHER RESOLVED THAT the Municipality of McCreary offer its Council Chambers for this meeting on the understanding that a light lunch will be provided at the cost of the Municipality of McCreary.

CARRIED.

#354/2015 BE IT RESOLVED THAT the Board of Revision to consider appeals of the assessments included in the 2016 Preliminary Assessment Roll be set for 7:00 p.m., Wednesday, September 23, 2015 in the Municipality of McCreary Council Chambers with an appeal deadline date of September 8, 2015.

CARRIED.

#355/2015 WHEREAS the Supplementary Assessments List dated July 28, 2015 has been received from Manitoba Intergovernmental Affairs Branch on July 31, 2015 itemizing amendments made to the Assessments.

THEREFORE BE IT RESOLVED THAT the 2015 Tax Roll be amended to include Supplementary Taxes in accordance with the said list of amendments to the 2015 Assessments for Roll Number 10500, 13250, 42,800, 47600, 62400, 75200, 75250, 103900, 112700, 138100 and 138200.

AND BE IT FURTHER RESOLVED THAT the Chief Administrative Officer be hereby instructed to prepare and distribute the necessary Supplementary Property Tax Bills together with the necessary notices in accordance with Subsection 328(1) of The Municipal Act and to make the necessary entries in the 2015 Tax Roll.

CARRIED.

STANDING COMMITTEES OF COUNCIL:

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

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#356/2015 BE IT RESOLVED THAT Adam Soucy be hired for the position of Labourer for the Municipality of McCreary as advertised at an hourly rate of pay of \$15.00 per hour with employment to begin on or about July 15, 2015 on the understanding that the first six months of employment will be considered to be a six month probationary period of employment with the Employee Benefit Package becoming available after successful completion of the probationary period of employment.

CARRIED.

#357/2015 BE IT RESOLVED THAT Wendy Turko, Chief Administrative Officer, be authorized to use vacation time as follows:

August 19, 20, 21, 24 and 25, 2015	5.0 Days
September 18, 28, 29 and 30, 2015	4.0 Days
October 1, 2 and 19, 2015	3.0 Days
November 6, 19 and 20, 2015	3.0 Days
December 4, 11, 21, 22, 23, 24, 2015	5.5 Days

CARRIED.

#358/2015 BE IT RESOLVED THAT the Municipality of McCreary establish policy that in the event of the passing away of a family member of a former employee or elected official that a donation in the amount of \$25.00 be made to a charity in memory of the deceased person.

CARRIED.

Vacation coverage was discussed.

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

**Development and Building Permit Applications Review:
New applications were reported on.**

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

Bridge Structure Crossing Norgate Drain: TABLED.

Gravelling Program:

The gravelling program is near completion. Inventory was discussed. Any one requesting gravelling of private property is to be referred to local contractors.

Leafy Spurge, Brush Control:

The spraying program has been completed.

Road Grading Rotation:

Today was Day 7 in the rotation after some delay due to rain.

Highway Contract Subsidy:

A possible project on PR #462 was discussed and is to be researched and a cost estimate prepared for Council's consideration.

Ditch at Rosamond Road and Third Avenue:

Drainage is necessary. Public Works is to view area of concern and clean culverts as necessary.

Street Repair – Burrows Road:

Patching of the surface of Burrows Road and Rosamond Road, broken to install sewer and/or water lines, is to proceed as soon as possible.

Dust Control Program – Invoicing Concerns:

The issue of application width being 12 feet rather than the 8 feet or 16 feet as quoted is to be addressed to Fort Distributors. Application sites are to be measured by Public Works.

Responsibility for mowing of provincial and watershed drains was discussed. Limiting mowing of these drains by the municipality to a single pass was discussed. Cost sharing was discussed.

Having a Fall tour of the municipality to view possible sites for drainage applications was discussed.

#359/2015 BE IT RESOLVED THAT the Council of the Municipality of McCreary hereby accepts the quote of Reit-Syd Equipment Ltd. for one Husqvarna HU 625R Wheel Trimmer in the amount of \$499.95 plus taxes, and authorized the Operators Foreman to proceed with this purchase.

CARRIED.

d) Buildings (Kohlman-McLauchlan-Whyte):

Perspective Tenant for Rear of 436 Second Avenue Requests:

#360/2015 BE IT RESOLVED THAT the Municipality of McCreary agrees to extend the “rent free” period as provided to the Community Gym Committee for the space in the rear of 436 Second Avenue from an end date of June 30, 2015 to an end date of December 31, 2015 to enable it to get up and running as per the Community Gym Committee’s request.

CARRIED.

Building Security:

#361/2015 BE IT RESOLVED THAT a Committee of the Whole of the Municipality of McCreary go in camera for the purpose of discussing:

- Security of documents and premises;

as provide for in Subsection 152(3) of The Municipal Act.

CARRIED.

#362/2015 BE IT RESOLVED THAT the Municipality of McCreary close its in camera discussion and re-open the meeting to the public.

CARRIED.

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#363/2015 BE IT RESOLVED THAT the Municipality of McCreary agrees to accept termination of its Agreement with Cargill Limited for use of office space at 432 First Avenue, effective July 31, 2015.

CARRIED.

**e) Environmental Health Services (McLauchlan-Buchanan-Whyte):
Nothing to report.**

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

#364/2015 WHEREAS there has been an error in the records and the sale of cemetery plots at the McCreary Municipal Cemetery and a resulting request for movement of an existing burial to accommodate the affected families;

THEREFORE BE IT RESOLVED THAT the Municipality of McCreary accept the quote of Sneath Strilchuk Funeral Services and Provincial Granite to proceed with Disinterment of Cremated Remains, Reinternment of Cremated Remains and Moving of a Monument at the McCreary Municipal Cemetery in the amount of \$178.50 plus taxes on the understanding that Sneath Strilchuk Funeral Services will perform the disinterment and reinternment at no cost to the Municipality of McCreary.

AND BE IT FURTHER RESOLVED THAT the CAO proceed with issuing new deeds for the Cemetery Plots being offered in place of the previous deeds issued in error as well as having all work required completed as above, upon agreement of the families affected and at no cost to the families affected.

CARRIED.

**g) Environmental Development Services (Roy-Cripps-McLauchlan):
Nothing to report.**

**h) Economic Development Services (Roy-McLauchlan-Smith):
Nothing to report.**

**i) Recreation, Culture, Parks, Playgrounds (Kohlman-McLauchlan-Whyte):
Comments received about Fletcher Park have been positive. More garbage bins are required and costs are being researched.**

**Consideration of Relocation of Skateboard Park:
This matter was discussed.**

**j) Water and Sewer Utility (Cripps-Kohlman-McLauchlan-Roy):
Recent repairs to the water plant and well were discussed. Water quality has not been impacted. Cloudiness is a result of air in the system.**

**Request to Connect to Municipal Sewer System:
Plans and Main Sewer Line Location require further research.**

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#365/2015 BE IT RESOLVED THAT the Operations Foreman be authorized to proceed with the following sewer and water repair projects:

- 205 First Avenue;
- 302 Aline Drive;
- Isolation Valve – East of Rail Line.

CARRIED.

#366/2015 BE IT RESOLVED THAT the Municipality of McCreary authorizes the Operations Foreman to proceed with having bullrushes removed from Lagoon Cells 1 and 2 as well as placement of riprap on the Lagoon Banks to a maximum cost as provided for in the 2015 Financial Plan.

CARRIED.

ORGANIZATIONS:

- a) **Planning District (McLauchlan-Whyte):
TABLED.**
- b) **McCreary & District HandiVan (Cripps-Roy):
May 26, 2015 Minutes and June, 2015 Financial Statements were provided for filing.**
- c) **McCreary District Library (Roy-Buchanan):
TABLED.**
- d) **Parkland District Library (Roy-Buchanan):
TABLED.**
- e) **McCreary Recreation Commission (Kohlman-Whyte):
TABLED.**
- f) **Turtle River Watershed Conservation District #2 – Sub-District #44
(Buchanan-Smith):
Projects and on-site meetings were discussed.**
- g) **Riding Mountain Liaison (Smith-Cripps):
TABLED.**
- h) **Riding Mountain Biosphere (Smith-Cripps):
TABLED.**
- i) **Whitemud Watershed Conservation District – Big Grass Sub-District
(Smith-Buchanan):
Citizen Representation until December 31, 2015 was confirmed with no need for change.**
- j) **Inter-Ridge Veterinary Services (Kopytko-Buchanan):
2015 Budget Review may be necessary as a Veterinarian is now in place.**

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- k) Westlake Veterinary Board (Buchanan-Whyte):
TABLED.**

- l) Neepawa & Area Veterinary Board (Buchanan-Smith):
Recent meeting was reported on.**

- m) McCreary Golf Course Development (Roy-Kohlman):
TABLED.**

Notice of Motion:

None.

Remarks:

The next Regular Meeting is scheduled for September 9, 2015.

The photograph of Council for the website is postponed until the next regular meeting.

Committee of the Whole - Confidential - In Camera:

Nothing at this time.

#367/2015 BE IT RESOLVED THAT this regular council meeting do now adjourn.

Time of Adjournment: 12:14 a.m.

CARRIED.

MUNICIPALITY OF McCREARY

LARRY McLAUHLAN, Reeve

WENDY L. TURKO, Chief Administrative Officer