

MUNICIPALITY OF McCREARY

Minutes of the Regular Council Meeting of the Municipality of McCreary held February 25, 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:

<p>Reeve Councillor Councillor Councillor Councillor Councillor Chief Administrative Officer</p>	<p>Larry McLauchlan Dennis Battershell Shawn Buchanan Linda Cripps Clayton Kohlman Dave Smith Wendy Turko</p>
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Councillor Coreen Roy was unable to attend.

#117/2015 BE IT RESOLVED THAT the Agenda for the February 25, 2015 Regular Meeting be adopted with the following additions:

- 1. Building Up of Ice at Norgate Drain on Highway #5;**
- 2. Numbering of Roads for Graveling Purposes.**

CARRIED.

#118/2015 BE IT RESOLVED THAT the Minutes of the February 11, 2015 Regular Meeting be approved as presented.

CARRIED.

DELEGATIONS and REPORTS:

None.

PETITIONS and CORRESPONDENCE:

DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Feb 13/15	Manitoba Conservation and Water Stewardship	Change of Water Resource Officer – COPIED;	Filed Manitoba Conservation and Water Stewardship.
Feb 11/15	Manitoba Emergency Measures Organization	Flood Seminars – COPIED;	Resolution #130/2015 General Business. Filed Manitoba Emergency Measures Organization.
Feb/2015	Manitoba Heavy Construction Association	Western Conference Mar. 9-13/15 – COPIED;	Filed Education.
Jan 13/15	Association of Manitoba Municipalities	Actual Costs associated with Amalgamation – COPIED;	Costs are to be calculated and submitted. Filed Association of Manitoba Municipalities.

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DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Feb 17/15	Gilbert Plains Municipality	Cost Sharing for Jack Bremner to Attend “Administration and Enforcement of By-Laws” Seminar – COPIED;	Resolution #131/2015 General Business. Filed By-Law Enforcements Services Contract.
Feb 19/15	Portage & District Recycling Inc.	Recycling Concerns – COPIED;	Referred to the Environmental Health Committee for review with the Contractor. Filed Portage and District Recycling and Waste Disposal and Recycling Centre Controller Contract.
Feb 17/15	Ken McKay	Concerns – COPIED;	Resolution #132/2015 General Business. Filed Waste Disposal and Recycling Centre Controller Contract.
Feb 17/15	Lorrie Terrick	Copy of Resignation – McCreary Swimming Pool Board – COPIED;	Annual Meeting is planned for March 18, 2015 at 7:00 p.m. at 436 Second Avenue Front Board Room. Attendance was discussed. Filed McCreary Swimming Pool.
Feb 11/15	Tammie Scott	Resignation from McCreary Swimming Pool – COPIED;	To be copied to the McCreary Swimming Pool as addressed to the Municipality. Filed McCreary Swimming Pool.
Feb 20/15	Multi-Material Stewardship Manitoba	Funding Agreement – LETTER COPIED;	Filed Multi-Material Stewardship Manitoba.
Feb 23/15	Association of Manitoba Municipalities	Amalgamations – COPIED;	Filed Association of Manitoba Municipalities.
Feb 23/15	Pam Little	Economic Development Board – COPIED;	Facts concerning Point #2 are to be confirmed and provided. A copy of any press release for input prior to release is to be requested. Filed McCreary & District Economic Development Board.

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.

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FINANCIAL:

#119/2015 BE IT RESOLVED THAT a Committee of the Whole of the Municipality of McCreary go in camera for the purposes of discussing an employee as provided for in Subsection 152(3) pf The Municipal Act.

CARRIED.

#120/2015 BE IT RESOLVED THAT the Municipality of McCreary close its in camera discussion and re-open the meeting to the public.

CARRIED.

#121/2015 BE IT RESOLVED THAT the following accounts be paid from the General Operating Fund:

John McLean	MEBP Reimbursement	\$1,026.23
Manitoba Municipal Administrators' Association	Margaret Roncin 2015 Membership	\$ 245.00
Manitoba Municipal Administrators' Association	Wendy Turko 2015 Membership	\$ 245.00
Municipalities Trading Company of Manitoba Ltd.	February, 2015 Fuel	\$1,137.13
	January, 2015 Office Supplies	\$ 861.36
		<u>\$1,998.49</u>
Toromont Cat	Cutting Edge – Grader	\$1,242.21
Turtle River Watershed Conservation District #2	20% 2015/2016 Levy	\$11,406.12

CARRIED.

#122/2015 BE IT RESOLVED THAT the General Operating Fund List of Accounts numbered #58 to #91 totalling \$28,297.50 and the Utility Operating Fund List of Accounts numbered #3328 to #3332 totalling \$473.69 be hereby approved.

CARRIED.

Draft Financial Statements – TABLED.

Outstanding Taxes as at February 23, 2015 total \$168,478.23 with \$25,645.96 owing for 2013, \$144,445.11 owing for 2014 and credits of \$1,612.84 applicable to 2015 property taxes.

Outstanding Utility Accounts as at February 23, 2015 total \$7,041.33 all being past due. Twelve accounts are in the collection process and are two quarters past due.

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**2014 Audits – Village of McCreary and Rural Municipality of McCreary:
The final audits for the two amalgamated partners have been scheduled.**

2015 Financial Planning and Public Hearing Date:

#123/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby requests that the description to be included on the 2015 Tax Notices pertaining to Debenture By-Law #16/2013 read Congregate Meal Program rather than McCreary Alpine Manor.

CARRIED.

Tax Sale:

A courtesy letter has been sent to property owners who have tax arrears owing for 2013 and 2014 with the tax sale agreement policy attached.

BY-LAWS:

a) **#4/2015 – Terms and Conditions of Employment By-Law – TABLED.**

#124/2015 BE IT RESOLVED THAT By-Law #8/2015 being a By-Law to authorize entering an agreement with the Government of Manitoba as represented by the Chief Executive Officer of the Fire Commissioner’s Office for its provision of Building Inspection Services to the Municipality of McCreary for 2015 be given third and final reading.

CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS:

a) **Auditing Services:**

Nothing new at this time.

b) **Lane Closure and Land Consolidation – McCreary Centennial Arena:**

Nothing new at this time.

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

Payment has been received from Municipalities Trading Company of Manitoba Ltd. as per the Interim Proof of Loss less the deductible of \$2,500.00. This matter was referred to 2015 Budget. Further invoices under the claim will be provided at a later date.

d) **Business License By-Law Review – COPIED:**

#125/2015 BE IT RESOLVED THAT the Municipality of McCreary does not wish to proceed with collecting Business License Fees from businesses.

CARRIED.

e) **Municipality of McCreary Signs:**

Public Works is to be asked to obtain quotes for signs.

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- f) **Municipal Land Lease:**
A response has not yet been received.
- g) **Pesticide Use Permit:**
The advertisement as required under the new regulations will be published on March 6, 2015. Recommendations concerning golf courses were discussed.

Obtain Services of Dauphin Ochre Weed District:
A response to our request has not yet been received.

Implementation of Integrated Pest Management Program: TABLED.

- h) **Agassiz Road Maintenance Contract – Riding Mountain National Park:**
The contract has not yet been received from Riding Mountain National Park.
- i) **Association of Manitoba Municipalities:**

Convention – Brandon – Accommodations:
We are on waiting lists with reservations not confirmed at this time.

Midwestern, Northern, Parkland and Western Mayors, Reeves and CAO's Meeting – March 16/15 1:00 to 3:30 p.m.:
Registration of Reeve McLauchlan has been confirmed.

Municipal Officials Seminar and Tradeshow – March 17 and 18, 2015:
Registrations and accommodations have been confirmed.

- j) **Quotes for 2015 Gravelling Program:**

#126/2015 BE IT RESOLVED THAT the Municipality of McCreary request quotes for its 2015 gravelling program for crushing per yard, screening per yard and hauling per yard per mile for approximately 12,000 yards of gravel as permitted under Municipality of McCreary Quarry Permit for the McCreary Community Pasture – P.F.R.A. at 19-21-13 W to be completed no later than July 31, 2015.

BE IT FURTHER RESOLVED THAT these quotes be requested by invitation from the following and by one advertisement in the Parkland Shopper:

F. Kozak & Sons Ltd.;
Hoes for Hire Ltd.;
Ken Beatty Construction Ltd.;
Ste. Rose Sand and Gravel;
Heppner's Hoe & Hauling;
Wayne Taylor;
Stirling Construction;
Strilkiwski Contracting Ltd.;

with a closing date of March 31, 2015 at 4:00 p.m.

AND BE IT FURTHER RESOLVED THAT these invitational quotes be accepted by mail, fax or email and that the Transportation, Drainage Committee be hereby authorized to open quotes received and clarify any issues prior to referral to Council.

CARRIED.

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k) **Quotes for Dust Control:**
Requests have gone out.

l) **Municipal Procurement and Tendering Policy:**

#127/2015 BE IT RESOLVED THAT Municipality of McCreary hereby adopt its “Municipal Tendering and Procurement Policy”, as attached, on the understanding that it become effective immediately.

CARRIED.

m) **Municipal Private Works Policy:**

#128/2015 BE IT RESOLVED THAT Municipality of McCreary hereby adopt its “Municipal Private Works Policy”, as attached, on the understanding that it become effective immediately.

CARRIED.

GENERAL BUSINESS:

Larry McLauchlan, Reeve, declared this matter of personal interest, vacated the chair and was excused from the meeting.

Linda Cripps, Deputy Reeve, assumed the chair.

#129/2015 BE IT RESOLVED THAT the Municipality of McCreary agrees to be responsible for the costs of providing the use of the McCreary Community Centre for the Mount Agassiz Ski Hill Rally held in McCreary on Saturday, February 21, 2015.

CARRIED.

Reeve McLauchlan was invited to re-join the meeting. Deputy Reeve Cripps vacated the chair and Reeve McLauchlan resumed the chair.

#130/2015 BE IT RESOLVED THAT Larry McLauchlan be authorized to attend the Manitoba Infrastructure and Transportation – Emergency Measures Organization 2015 Flood Preparedness Seminar in Brandon, Manitoba on March 10, 2015 on the understanding that there is no registration fee and on the understanding that meals not included, mileage and per diem will be at the cost of the Municipality of McCreary.

CARRIED.

#131/2015 BE IT RESOLVED THAT the Municipality of McCreary agrees to be responsible for 25% of the costs to have Jack Bremner, By-Law Enforcement Officer, for the Municipality of McCreary attend the March 20, 2015 Seminar on “Administration and Enforcement of By-Laws” in Brandon, Manitoba at an approximate cost of \$100.00.

CARRIED.

#132/2015 BE IT RESOLVED THAT Ken McKay be reimbursed \$26.25 upon successful completion of WHMIS training.

CARRIED.

STANDING COMMITTEES OF COUNCIL:

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

Personnel Policy and Job Descriptions:

#133/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby approves the position description for “Operations Foreman” as attached.

CARRIED.

Employee Evaluations and Rates of Pay: TABLED.

Mileage for Employees Using Private Vehicles: TABLED.

Telephone Allowance for Employees/Elected Officials Using Private Cellular Phones: TABLED.

Operations Foreman:

The invitation for applications closes at 4:00 p.m. on Friday, February 27, 2015.

Assistant Chief Administrative Officer: TABLED.

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

**Development and Building Permit Applications Review:
Nothing new at this time.**

Fire Prevention Inspections: TABLED.

2015 Fire Department Budget:

This has not yet been received.

#134/2015 BE IT RESOLVED THAT the Municipality of McCreary offer an extension of the Animal Control and Poundkeeper Contract with Earl Krunek, with all terms and conditions to remain unchanged, to December 31, 2015.

CARRIED.

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

Drainage Licenses/Projects: TABLED.

#135/2015 BE IT RESOLVED THAT the quote of Reit-Syd Equipment Ltd. for Schulte mower blades and parts hereby be accepted in the amount of \$1,813.48 and that Public Works be authorized to proceed with ordering the parts.

CARRIED.

Servicing of all machinery and equipment was discussed. Snow ploughing was discussed. COR Certification was discussed.

#136/2015 BE IT RESOLVED THAT the Municipality of McCreary write a letter to Manitoba Conservation and Water Stewardship concerning lack of capacity, icing and re-directing water flow and the impact upon local land owners created by the bridge structure on P.T.H. #5 South of #19 Junction, crossing the Norgate Drain.

BE IT FURTHER RESOLVED THAT this letter be copied to Turtle River Watershed Conservation District and Manitoba Transportation and Infrastructure.

CARRIED.

Road numbering was discussed and is to be considered further.

d) Buildings (Kohlman-Battershell-McLauchlan):

#137/2015 BE IT RESOLVED THAT rental rates for space at 436 Second Avenue, including janitorial services, be as follows until December 31, 2015:

Former Recreation Commission Office, Former Rear Board Room, Vacant Office July to December, 2015	\$350.00/Month
Former Storage Room	\$100.00/Month

CARRIED.

Telephone and Internet Services: TABLED.

Clayton Kohlman, Councillor, declared this matter of personal interest, and was excused from the meeting.

#138/2015 BE IT RESOLVED THAT the Municipality of McCreary offer an extension of the Janitorial Contract with Theresa Kohlman for 436 Second Avenue, with all terms and conditions to remain unchanged, to December 31, 2015.

CARRIED.

#139/2015 BE IT RESOLVED THAT the Municipality of McCreary offer an extension of the Janitorial Contract with Bill Walker for 432 First Avenue, with all terms and conditions to remain unchanged, to December 31, 2015.

CARRIED.

Councillor Kohlman was invited to re-join the meeting.

Photocopier: TABLED.

Manitoba Youth Job Centre:

Sponsorship and office location have been confirmed. Position advertising closes March 13, 2015, after which we will be provided with the applications for review.

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e) Environmental Health Services (McLauchlan-Battershell-Buchanan):

#140/2015 BE IT RESOLVED THAT a porta-pottie be rented from Dave's Septic Service for placement at the McCreary Waste Disposal Site.

CARRIED.

Improvement Order – Waste Disposal Site:

Manitoba Labour and Immigration, Workplace Safety and Health will be advised of the above.

Including a flyer promoting recycling with the 2015 Tax Notices was discussed.

**f) Public Health and Welfare Services (Smith-Battershell-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-Battershell-McLauchlan):
2015 McCreary Recreation Commission Budget will be provided once complete.**

**j) Water and Sewer Utility (Cripps-Kohlman-McLauchlan-Roy):
Budget items to be considered for the 2015 financial plan were discussed.**

**Water and Wastewater Refresher Courses:
This information was filed under education.**

#141/2015 BE IT RESOLVED THAT the Municipality of McCreary accept the quote of Cleartech for one MD 100 Colorimeter in the amount of \$493.13 plus taxes and that Public Works be authorized to proceed with this order.

CARRIED.

#142/2015 BE IT RESOLVED THAT the Municipality of McCreary accept the quote of Flocor for Solenoid Control Valve Di Body in the amount of \$911.20 plus taxes and that Public Works be authorized to proceed with this order.

CARRIED.

**Quote for Gasoline Powered Trash Water Pump and Adapter & Couplers:
Quotes will be considered during financial planning for 2015 after maintenance of existing pumps has been performed.**

ORGANIZATIONS:

a) Planning District (McLauchlan-Battershell):

Future of Planning Services:

We have not yet received a response to our request to join Lakeshore Planning District.

The 2014 Revenue and Expense Statement for MLA Regional Planning Services has been received. We are to be advised when the 2015 Budget meeting is scheduled.

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

The next meeting is planned for March 16, 2015 as a quorum was not available.

c) McCreary District Library (Roy-Buchanan):

No report at this time.

d) Parkland District Library (Roy-Buchanan):

No report at this time.

e) McCreary Recreation Commission (Kohlman-Battershell)

Benefits Information has not yet been received.

**f) Turtle River Watershed Conservation District #2 – Sub-District #44
(Buchanan-Smith):**

Nothing new to report at this time.

g) Riding Mountain Liaison (Smith-Cripps):

Roger Schroeder of Riding Mountain National Park and the Nature Conservancy reported at the meeting.

h) Riding Mountain Biosphere (Smith-Cripps):

Nothing to report at this time.

**i) Whitemud Watershed Conservation District – Big Grass Sub-District
(Smith-Buchanan):**

The next meeting is scheduled for April, 2015.

j) Inter-Ridge Veterinary Services (Buchanan-Kopytko):

Ernie Kopytko will act as the appointee.

k) Westlake Veterinary Board (Battershell-Buchanan):

The Minutes of February 2, 2015 were received for filing. The next meeting is April 7, 2015.

l) Neepawa & Area Veterinary Board (Buchanan-Smith):

Nothing new to report at this time.

m) McCreary Golf Course Development (Roy-Kohlman):

Nothing to report at this time.

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Notices of Motion:

None.

Remarks:

The next regular meeting is scheduled for March 11, 2015.

Committee of the Whole - Confidential - In Camera:

Nothing.

#143/2015 BE IT RESOLVED THAT this regular council meeting adjourn.

Time of Adjournment: 10:30 p.m.

CARRIED.

MUNICIPALITY OF McCREARY

LARRY McLAUHLAN, Reeve

WENDY L. TURKO, Chief Administrative Officer