

MUNICIPALITY OF McCREARY

Minutes of the Regular Council Meeting of the Municipality of McCreary held March 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 7:25 p.m.

PRESENT:

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

#161/2015 BE IT RESOLVED THAT the Agenda for the March 25, 2015 Regular Meeting be adopted with the following addition:

1. Letter from McCreary Swimming Pool dated March 20, 2015 concerning lack of board members and volunteers and requesting Council's Assistance.

CARRIED.

#162/2015 BE IT RESOLVED THAT the Minutes of March 11, 2015 Regular Meeting be approved as presented.

CARRIED.

#163/2015 BE IT RESOLVED THAT the Minutes of the December 10, 2014 Regular Meeting of the Rural Municipality of McCreary be approved as presented.

CARRIED.

#164/2015 BE IT RESOLVED THAT the Minutes of the December 11, 2014 Regular Meeting of the Village of McCreary be approved as presented.

CARRIED.

DELEGATIONS and REPORTS:

Monthly Reports from Public Works employees were received at the March 11, 2015 regular meeting.

PETITIONS and CORRESPONDENCE:

DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Mar 20/15	Service Canada	Discontinue Outreach Services in McCreary effective April 1, 2015 – COPIED;	Resolution #171/2015 General Business. Filed Service Canada Centre.
Mar 9/15	Honourable Drew Caldwell, Minister of Manitoba Municipal Government	Supports for Amalgamated Municipalities – COPIED;	Filed Municipal Amalgamation and Manitoba Municipal Government.

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DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Mar 17/15	Honourable Drew Caldwell, Minister of Manitoba Municipal Government	Municipal Road and Bridge Program – COPIED;	Deadline for application is April 30, 2015. Filed 2015 Budget, Municipal Road and Bridges Program, and Manitoba Municipal Government.
Mar 13/15	Manitoba Conservation and Water Stewardship	Bridge Structure Crossing Norgate Drain – COPIED;	Original is to be sent to Manitoba Infrastructure and Transportation as well as Turtle River Watershed Conservation District. On-site meeting was discussed. Filed Manitoba Conservation and Water Stewardship, Manitoba Infrastructure and Transportation, Turtle River Watershed Conservation District.
Mar 10/15	Association of Manitoba Municipalities	Manitoba Public Insurance Rate Increase for Fire Fighting - COPIED;	Filed Fire Department and Manitoba Public Insurance.
Mar 3/15	Association of Manitoba Municipalities	2015 Salary Survey – COPIED;	Resolution #172/2015 General Business. Filed Association of Manitoba Municipalities – Salary Survey.
Mar 5/15	Association of Manitoba Municipalities	Consultation Paper on amendments to The Workers Compensation Act RE: Presumptive Coverage for Post-Traumatic Stress Disorder – COPIED;	Filed Association of Manitoba Municipalities and Workers Compensation.
Mar 13/15	Manitoba Municipal Administrators' Association	2015 Conference Agenda and Attendance – COPIED;	Resolution #173/2015 General Business. Filed Education and Manitoba Municipal Administrators' Association.
Mar 19/15	Manitoba Municipal Administrators' Association	Seminar on "Administration and Financial Development Program" – Oct 7-9/15 - \$399.00 – COPIED;	TABLED until the next regular meeting. Filed Education and Manitoba Municipal Administrators' Association.
Mar 9/15	Neepawa & Area Planning District	Notice of Public Hearing RE: Amend Town of Neepawa Zoning By-Law– COPIED	Filed Zoning.
Mar 10/15	Turtle River School Division	Notice of Tax Requirements 2015 – COPIED;	Filed 2015 Budget, Turtle River School Division and Education Tax Submission.

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DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Mar 11/15	Mountain View School Division	2015 Notice of Tax Requirements – COPIED;	Filed 2015 Budget, Mountain View School Division and Education Tax Submission.
Mar 13/15	Manitoba Education and Advanced Learning, Schools' Finance	2015 Education Support Levy – COPIED;	Filed 2015 Budget, Manitoba Education and Education Tax Submission.
Mar 5/15	Moneris Solutions	Interac Debit and Visa/MasterCard Pricing Details – COPIED;	Requests are to be recorded for 2015. Filed Interac - Moneris Solutions.
Mar 16/15	Residents of Alpine Manor	Mole Hills at Water Plant- COPIED;	Public Works is to attend to this. Filed Requests.
Mar 3/15	McCreary Swimming Pool	Request of Financial Assistance – COPIED;	Filed 2015 Budget and McCreary Swimming Pool.
Mar 6/15	McCreary School Recycling Committee	“Bag Up Manitoba” plastic bag collection recycling program – COPIED;	This matter will be researched further for further consideration by Council. Filed McCreary School and Multi-Material Stewardship Manitoba.
Mar 16/15	Manitoba Maple Syrup Festival	Request for Prizes and Contributions – COPIED;	Souvenir Packs will be made as Prizes. Filed Manitoba Maple Syrup Festival.
Mar 23/15	McCreary Volunteer Fire Department	2015 Equipment Budget – COPIED;	Filed 2015 Budget and Fire Department.
Mar 20/15	Acklands Grainger	Quote for Millermatic Welder – COPIED;	Getting quotes for alternative types of equipment was discussed. Filed 2015 Budget.
Mar 16/15	Dakota Louison and Bill Glover	Request for Approval to Install Front Driveway – COPIED;	TABLED for review and recommendation by the Operations Foreman. Filed Request and Drainage.
Mar 20/15	McCreary Swimming Pool	Lack of Board Members and Volunteers and Requesting Council's Assistance – COPIED;	Resolution #174/2015 and Resolution #175/2015 General Business. A delegation will be considered once a Board is in place. Filed McCreary Swimming Pool.

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:

#165/2015 BE IT RESOLVED THAT the following accounts be paid from the General Operating Fund:

Joey Bond	Mileage	\$ 90.00
	Cellular Phone	<u>\$ 35.00</u>
		<u>\$ 125.00</u>
Brandon Sun	Operations Foreman Advertisement x 2	\$ 975.12
Lorne McNarland	Mileage	\$ 40.00
	Cellular Phone	<u>\$ 35.00</u>
		<u>\$ 75.00</u>
Portage & District Recycling Inc.	February, 2015 Recycling	\$2,317.36
Workers Compensation Board of Manitoba	2015 Fire Fighters Installment – Municipal	\$ 375.00
		<u>\$ 963.00</u>
		<u>\$1,338.00</u>

CARRIED.

#166/2015 BE IT RESOLVED THAT the following accounts be paid from the Utility Operating Fund:

ClearTech	Check and Clean Colorimeter	\$ 664.65
Flocor	Solenoid Control Valve	\$1,035.31

CARRIED.

#167/2015 BE IT RESOLVED THAT the General Operating Fund List of Accounts numbered #130 to #161 totalling \$54,419.73 and the Utility Operating Fund List of Accounts numbered #3337 to #3343 totalling \$1,037.55 be hereby approved.

CARRIED.

#168/2015 BE IT RESOLVED THAT the Rural Municipality of McCreary Draft Financial Statements as at December 31, 2014 be approved by Council as prepared by the Chief Administrative Officer of the Rural Municipality of McCreary on the understanding that these draft unaudited statements are on a cash basis and do not include amortization, inventory adjustments, auditors entries by SENSUS, and consolidated entities.

AND BE IT FURTHER RESOLVED THAT these draft Financial Statements be provided to Manitoba Local Government in accordance with The Municipal Act.

CARRIED.

#169/2015 BE IT RESOLVED THAT the Village of McCreary Financial Statements as at December 31, 2014 be approved by Council as prepared by the Municipal Administrator of the Village of McCreary on the understanding that these financial statements have been audited by Meyers Norris Penny but do not include consolidated entities.

AND BE IT FURTHER RESOLVED THAT these Financial Statements be provided to Manitoba Local Government in accordance with The Municipal Act.

CARRIED.

Outstanding Taxes as at March 20, 2015 total \$94,376.10 with \$14,501.56 outstanding for 2013; \$81,597.38 outstanding for 2014 and credits of \$1,722.84 applicable to 2015.

Outstanding Utility Accounts as at March 20, 2015 total \$32,465.52 with \$2,653.57 being past due and \$29,811.95 being due on April 30, 2015.

- g) 2014 Audits – Village of McCreary and Rural Municipality of McCreary: The former Village’s audit was completed on March 16, 17 and 18, 2015. The former Rural Municipality’s audit was rescheduled from March 23 to March 26, 2015 due to weather.**
- h) 2015 Financial Planning and Public Hearing Date: TABLED.**
- i) Tax Sale:
Ten properties with property taxes outstanding for 2013 qualify for tax sale. A further courtesy letter will be sent out shortly after further interest has been included on April 1, 2015.**

BY-LAWS:

- a) #4/2015 – Terms and Conditions of Employment By-Law:
The draft of the Personnel Policy will be completed as quickly as possible for review by Council.**

UNFINISHED BUSINESS:

- a) Auditing Services:
This item can be removed from the agenda until the 2015 Financial Plan is in place, after which quotes will be requested for acceptance prior to the August, 2015.**
- b) Lane Closure and Land Consolidation – McCreary Centennial Arena:
Nothing new at this time. This item can be removed from the agenda until documents are received from the Surveyor and/or Lawyer.**
- c) Insurance Claim – McCreary Centennial Arena:
This claim is ongoing.**
- d) Municipality of McCreary Signs:
Signs were discussed. AirMaster Signs 20% discount has been extended to April 30, 2015.**

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- e) **Municipal Land Lease: This matter is being followed up on.**

- f) **Pesticide Use Permit:
Implementation of Integrated Pest Management Program:
This matter can be removed from the agenda until a plan has been prepared for consideration of Council.**

- g) **Agassiz Road Maintenance Contract – Riding Mountain National Park:
This matter can be removed from the agenda until Riding Mountain National Park has responded.**

- h) **Association of Manitoba Municipalities:
Convention – Brandon – Accommodations for November, 2015:
We are on the waiting list for accommodations. This matter can be removed from agenda until further information is available for Council’s consideration.**

Midwestern, Northern, Parkland, Western Mayors, Reeves and CAO’s Meeting – March 16/15 1:00 to 3:30 p.m.:
Reeve McLauchlan reported on his attendance touching on COR certification, municipal insurance program 2015/2016, water and sewer utilities, cost of amalgamation including signs, etc. 28 of 54 municipalities affected by municipal amalgamation have responded. Provincial elections will happen in 2016.

Municipal Officials Seminar and Tradeshow – March 17 and 18, 2015:
Those members of Council who attended verbally reported on attendance and provided various written information for filing. Reduction of landfills from 560 to 184 was discussed. By-Laws concerning mandatory recycling and fines are to be researched.

- i) **Quotes for 2015 Graveling Program:
The closing date for receipt of quotes is March 31, 2015 at 4:00 p.m.**

- j) **Dust Control Program:
Fort Distributors has been advised that its quote was accepted with details to be confirmed upon confirmation being received.**

- k) **Manitoba Youth Job Centre:**

#170/2015 BE IT RESOLVED THAT the Municipality of McCreary, Sponsor for the Manitoba Youth Job Centre – McCreary, Manitoba, hereby selects and offers employment to Erin Szymesko as the 2015 Youth Engagement Leader.

BE IT FURTHER RESOLVED THAT the Chief Administrative Officer, or her delegate, be authorized to sign all documents necessary to complete employment of Erin Szymesko as the 2015 Youth Engagement Leader as well as all documents necessary to confirm occupancy of the office space at 436 Second Avenue with photocopier, telephone, and internet services.

CARRIED.

GENERAL BUSINESS:

#171/2015 BE IT RESOLVED THAT the Municipality of McCreary agrees to terminate the partnership with Service Canada Centre – Dauphin for the provision of services in McCreary from its location at 436 Second Avenue effective April 1, 2015.

CARRIED.

#172/2015 BE IT RESOLVED THAT the Municipality of McCreary complete and submit the Association of Manitoba Municipalities 2015 Salary Survey with information as confirmed as at the April 17, 2015 deadline.

CARRIED.

#173/2015 BE IT RESOLVED THAT Wendy Turko, Chief Administrative Officer, and Margaret Roncin, Assistant Chief Administrative Officer, be authorized to attend Manitoba Municipal Administrators' Association Conference in Brandon, Manitoba on April 27, 28 and 29, 2015 on the understanding that the registration fee of \$369.00 per person, 2 nights of shared accommodations, shared mileage and meals not included in the registration fee will be at the cost of the Municipality of McCreary.

CARRIED.

#174/2015 WHEREAS the Municipality of McCreary acknowledges receipt of the written resignations of two of three of the executive of the McCreary Swimming Pool Board of Directors;

AND WHEREAS the McCreary Swimming Pool held an Annual General Meeting on March 18, 2015, with the result being that there was not enough interest, therefore elections were stayed and the Annual General Meeting adjourned;

THEREFORE BE IT RESOLVED THAT the Municipality of McCreary advertise, by mail drop, mailing lists and school hand-outs; and host a meeting for elections of a new Board of Directors for the McCreary Swimming Pool to ensure the future of the McCreary Swimming Pool, to be held on or about April 15, 2015, at 7:30 p.m. in the Municipality of McCreary Council Chambers.

CARRIED.

#175/2015 BE IT RESOLVED THAT, in the absence of an active McCreary Swimming Pool Board of Directors for 2015, the Municipality of McCreary hereby authorizes the McCreary Recreation Commission to advertise for a Head Lifeguard and Lifeguards for the 2015 operating season of the McCreary Swimming Pool with a closing date of April 17, 2015, with advertising to be at the cost of the Municipality of McCreary.

CARRIED.

STANDING COMMITTEES OF COUNCIL:

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

#176/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby approves the position descriptions for Chief Administrative Officer and the Assistant Chief Administrative Officer as attached.

CARRIED.

#177/2015 BE IT RESOLVED THAT Rates of Pay for employees be as follows effective April 7, 2015:

Joey Bond	\$17.94/Hour
Taylor Fletcher	\$12.50/Hour
Jeannie Hoggins	\$14.25/Hour
F. J. (Jack) Klapp	\$12.50/Hour
John McLean	\$22.24/Hour
Lorne McNarland	\$18.89/Hour
Margaret Roncin	\$23.10/Hour
Wendy Turko	\$28.19/Hour
Russell Vivier	\$17.94/Hour

CARRIED.

#178/2015 BE IT RESOLVED THAT the terms of employment for the Operations Foreman position for Municipality of McCreary as advertised and offered to Tyler McFadyen be confirmed as being at a hourly rate of pay of \$25.00 per hour rather than \$24.00 per hour, with employment to begin on April 7, 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, on the understanding that he be approved to take two weeks unpaid leave in August, 2015.

CARRIED.

#179/2015 BE IT RESOLVED THAT the Personnel Committee be authorized to open applications and contact references for the Assistant Chief Administrative Officer position.

CARRIED.

#180/2015 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.

#181/2015 BE IT RESOLVED THAT the Municipality of McCreary close its in camera discussion and re-open the meeting to the public.

CARRIED.

#182/2015 BE IT RESOLVED THAT the extended unpaid leave of John McLean be hereby recognized and extended by the Municipality of McCreary as follows:

- 1. Until his return to work or the termination of coverage, whichever may be earlier;**
- 2. Be without pay from the Municipality of McCreary;**
- 3. Allow benefits to continue as provided by the Municipality of McCreary through the Municipal Employee Benefits Program and Blue Cross on the understanding that the Municipality of McCreary will be responsible for submitting payment of the monthly premiums payable for MEBP and Blue Cross on the condition that the amount of those premiums be received from John McLean on or before the end of each month until his return to work or the termination of coverage, whichever may be earlier.**

CARRIED.

#183/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby confirms that effective April 7, 2015 Russell Vivier's placement as Acting Public Works Foreman will end and he will resume his position at the time of hiring of Labourer.

CARRIED.

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

Development and Building Permit Applications Review:

The Development Officer has been dealing with applications for development and building permits and forwarding to the Officer of the Fire Commissioner on behalf of the Municipality of McCreary as was the case prior to amalgamation.

Fire Prevention Inspections: TABLED.

2015 Fire Department Budget:

The budget has been received for consideration by Council during Financial Planning.

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

Drainage Licenses/Projects:

All applications and licensed projects will be reviewed during financial planning. This can be removed from the agenda until further consideration by Council is necessary.

Culvert Repair – 1009 Rosamond Road:

Public Works is to proceed with this repair as quickly as possible.

Extension – Municipal Road Improvement Program Grant:

The requested extension has been approved. This matter will be discussed further during financial planning.

d) Buildings (Kohlman-McLauchlan):

Rentals - 436 Second Avenue:

There has been no further response from interested parties. The lease agreements are to be prepared and forwarded as quickly as possible.

Telephone and Internet Services:

The telephone line is to be moved from 600 First Avenue to 432 First Avenue for use by the Operations Foreman. Set up of the office and computer equipment was discussed. Scheduling of Public Works was discussed.

Photocopier: Nothing further at this time.

Manitoba Youth Job Centre:

Details are to be finalized for occupancy mid-May, 2015.

e) Environmental Health Services (McLauchlan-Buchanan):

A mail drop concerning recycling is to be considered.

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

Nothing to report.

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):

The need for pump replacement at the McCreary Swimming Pool was discussed. Quotes being requested was discussed.

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

Lift Station Upgrade has been completed. Reports have been received for consideration during financial planning. New solenoid valve has been installed at the Water Plant.

ORGANIZATIONS:

a) Planning District (McLauchlan):

Future of Planning Services:

Reeve McLauchlan reported on the meeting attended on March 11, 2015. Our request to join Lakeshore Planning District is being considered.

Mountainview Lakeshore Agassiz Regional Planning Services – COPIED: Reeve McLauchlan reported on the information received at the March 11, 2015 meeting. The information was filed under Planning Services.

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

Dave Koszman of Professional Care Retirement Centre is retiring and will no longer be available to provide dispatch services. Sandra Deslauriers has agreed to provide dispatch services.

c) McCreary District Library (Roy-Buchanan):

The use of the meeting table located in the rear boardroom at 436 Second Avenue will be offered to the McCreary District Library by Councillor Roy at the next meeting of this Board.

d) Parkland District Library (Roy-Buchanan):

Nothing new to report at this time.

e) McCreary Recreation Commission (Kohlman)

The move to the front offices at 436 Second Avenue is progressing. The next meeting is planned for next week.

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

A recent on-site meeting at an erosion site was held and is to be undertaken as a Turtle River Watershed Conservation District project.

g) Riding Mountain Liaison (Smith-Cripps):

Nothing new to report at this time.

h) Riding Mountain Biosphere (Smith-Cripps):

The March 5, 2015 Minutes and attachments were received and filed.

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

The February 26, 2015 Minutes and attachments were received and filed. The next meeting is in April, 2015.

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

A report was not received.

k) Westlake Veterinary Board (Battershell-Buchanan):

A meeting is scheduled for next week.

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

Nothing new to report at this time.

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- m) **McCreary Golf Course Development (Roy-Kohlman):**
Nothing to report at this time.

Larry McLauchlan, Reeve, declared a personal interest in the next agenda item, vacated the chair and left the Council Chambers.

Linda Cripps, Deputy Reeve, assumed the Chair.

Notices of Motion:

Linda Cripps confirmed that she had given her Notice of Motion during the March 11, 2015 Regular Meeting of the Municipality of McCreary in accordance with Subsection 139(1)(b) of The Municipal Act to review and reverse Resolution #129/2015 and for Council to reconsider the matter of being 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.

She asked that this matter now be reconsidered as provided for.

- #184/2015 WHEREAS** the Municipality of McCreary has received a Notice of Motion at its regular meeting held March 11, 2015 from Councillor Linda Cripps requesting that the Municipality of McCreary reconsider and reverse Resolution #129/2015 dated February 25, 2015 in its entirety in accordance with the said Notice of Motion and Subsection 139(1)(b) of The Municipal Act.

THEREFORE BE IT RESOLVED THAT Resolution #129/2015 passed at the February 25, 2015 regular meeting and which read as follows:

“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.”

be reconsidered and be hereby reversed in its entirety.

CARRIED.

Reeve McLauchlan was invited to rejoin the meeting. Deputy Reeve Cripps vacated the Chair and Reeve McLauchlan resumed the Chair.

Remarks:

The next regular meeting is scheduled for April 8, 2015.

Committee of the Whole - Confidential - In Camera:

Nothing further.

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#185/2015 BE IT RESOLVED THAT this regular council meeting do now adjourn.

Time of Adjournment: 10:37 p.m.

CARRIED.

MUNICIPALITY OF McCREARY

LARRY McLAUHLAN, Reeve

WENDY L. TURKO, Chief Administrative Officer