

MUNICIPALITY OF McCREARY

Minutes of the Regular Council Meeting of the Municipality of McCreary held May 13, 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 Operations Foreman Chief Administrative Officer</p>	<p>Larry McLauchlan Shawn Buchanan Linda Cripps Clayton Kohlman Coreen Roy Dave Smith Tyler McFadyen (7:40 – 8:05 p.m.) Wendy Turko</p>
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#226/2015 BE IT RESOLVED THAT the Agenda for the May 13, 2015 Regular Meeting be adopted as prepared by the Chief Administrative Officer.

CARRIED.

#227/2015 BE IT RESOLVED THAT the Minutes of the April 22, 2015 Regular Meeting and the May 7, 2015 Special Meeting be approved as presented.

CARRIED.

DELEGATIONS and REPORTS:

7:45 p.m. Tyler McFadyen, Operations Foreman, attended to provide the Public Works Report. The report was discussed and filed under Public Works – Reports to Council. Tyler was thanked for his report and he left at 8:05 p.m.

PETITIONS and CORRESPONDENCE:

DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Apr 21/15	McCreary Heritage Advisory Committee	Request for Monetary Assistance – COPIED;	For discussion during financial planning. Filed McCreary Heritage Advisory Committee.
Apr 23/15	McCreary School	Request for Graduation Scholarships 2015 – COPIED;	Resolution #240/2015 General Business. Filed McCreary School.
Apr 30/15	McCreary Swimming Pool	Request for Assistance with Parking Area, Storage, Level Dirt Piles, Move Fence – COPIED;	The requests were discussed and will be confirmed after the Financial Plan has been adopted. Filed McCreary Swimming Pool.
May 1/15	Dead Ox Trailblazers Inc.	Request for Support of AgriSpirit Grant Application – COPIED;	Resolution #241/2015 General Business. Confirmation of the location was discussed. Filed Requests.

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DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Apr 23/15	Association of Manitoba Municipalities	Federal Budget Member Advisory – COPIED;	Filed Association of Manitoba Municipalities.
Apr 30/15	Association of Manitoba Municipalities	Provincial responses to 2014 Resolutions – COPIED;	Filed Association of Manitoba Municipalities.
May 1/15	Association of Manitoba Municipalities	June District Meetings Resolutions, Invitation to Register, Draft Agenda, 2014 Draft Minutes, Service and Life Membership Pins – COPIED;	Resolution #242/2015 and Resolution #243/2015. Service Pin applications are to be made. Filed Association of Manitoba Municipalities.
Apr 23/15	Western Financial Group	Municipal Insurance Program Renewal – COPIED;	Resolution #228/2015 Financial. Insurance coverages were discussed and clarification is to be requested on several items. Filed Insurance.
Apr 21/15	Westman Communications Group	Lease Agreement – COPIED;	Resolution #244/2015 General Business. Filed Westman Media.
Apr 20/15	Manitoba Dental Association	Water Fluoridation – COPIED;	Filed Water Plant.
Apr 14/15	Manitoba Conservation and Water Stewardship	License to Construct Minor Water Control Works – COPIED;	Resolution #250/2015 Standing Committees of Council – Transportation and Drainage. Filed Drainage License – SE 8-20-15W.
Apr 23/15	Manitoba Infrastructure and Transportation	Tracking PST using Submission Claim Forms for Disaster Financial Assistance – COPIED;	Filed Disaster Financial Assistance.
Apr 29/15	The Manitoba Water Services Board	Fire Year Core Infrastructure Renewal Program – COPIED;	Referred to the Operations Foreman for recommendations for consideration by Council at the next Regular Meeting. Filed Water Services Board.
Apr 30/15	Manitoba Infrastructure and Transportation	Bridge Structure Crossing Norgate Drain – COPIED;	Filed Drainage, Manitoba Infrastructure and Transportation and Turtle River Watershed.
Apr 27/15	Royal Canadian Mounted Police	March, 2015 Policing Report – COPIED;	Filed Royal Canadian Mounted Police.

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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:

#228/2015 BE IT RESOLVED THAT the following accounts be paid from the General Operating Fund:

Association of Manitoba Municipalities	Diesel Fuel	\$1,134.74
	Diesel Fuel	\$ 681.40
Joey Bond	Mileage – Grader	
	Training – Dauphin	\$ 80.00
Jack Bremner	By-Law Enforcement	
	Retainer Fee	\$ 210.00
Federated Co-Operatives Ltd.	Diesel – Tractor	\$ 56.89
	Gas – Ford Ranger	\$ 146.82
	Gas – One Ton	<u>\$ 333.73</u>
		<u>\$ 537.44</u>
Five & Fifty Sales & Service	One Ton Parts	\$ 145.71
	Mower/Blower Supplies	\$ 272.61
	Various Equipment Parts	<u>\$ 639.47</u>
		<u>\$1,057.79</u>
Ground Force Training Inc.	Motor Grader Training	
	Joey Bond	\$1,565.55
Municipalities Trading Company	Insurance Apr 1/15 to Apr 1/16	\$74,354.54
	Office Supplies	\$ 1,262.31
Neepawa Banner	Public Notice RE: Registration Candidates And Voters List	\$ 345.77
	Notice of Nominations	\$ 219.24
Neepawa Press	Assistant CAO Advert	\$ 155.24
	Notice of Registration	\$ 207.90
	Notice of Nominations	<u>\$ 144.91</u>
		<u>\$ 508.04</u>
Reit-Syd Equipment Ltd.	Shield – Mower	\$ 606.37
	Shield & Flange–Mower	\$ 274.50
	Chain Saw Parts	<u>\$ 121.44</u>
		<u>\$1,002.31</u>
Portage & District Recycling	April, 2015	\$2,225.12
Wendy Turko	MMAA Conference	
	Meals	\$ 60.00
	Mileage	<u>\$ 135.00</u>
		<u>\$ 195.00</u>

CARRIED.

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#229/2015 BE IT RESOLVED THAT the following accounts be paid from the Utility Operating Fund:

Contec Projects Limited	Main Lift Station Replace HDL Check Valve	\$5,640.96
Contec Projects Limited	South Lift Station Replace Floats	\$2,133.44
Hoes for Hire Ltd.	Water Repair – Fletcher Avenue	\$1,080.60

CARRIED.

#230/2015 BE IT RESOLVED THAT the General Operating Fund List of Accounts numbered #226 to #284 totalling \$61,765.86 and the Utility Operating Fund List of Accounts numbered #3359 to #3368 totalling \$3,044.09 be hereby approved.

CARRIED.

Outstanding Taxes as at May 8, 2015 total \$54,924.31 with \$14,211.34 outstanding for 2013; \$43,163.84 outstanding for 2014 and credits of \$2,450.87 applicable to 2015.

Outstanding Utility Accounts as at May 8, 2015 total \$7,444.95 with \$1,603.80 being two quarters past due and qualifying for disconnection notice and \$5,841.15 which became past due on April 30, 2015.

2014 Audited Financial Statements:

Reports of consolidated entities are required to complete the 2014 Audited Financial Statements of both amalgamation partners.

2015 Financial Planning:

The second financial planning meeting is scheduled for May 14, 2015 at 7:00 p.m.

Tax Sale:

Another courtesy letter has been sent to the owners of the seven properties with taxes outstanding for 2013 on May 1, 2015 including interest to May 31, 2015. As provided for the in Tax Sale Policy, a further courtesy letter will be provided on or about June 1, 2015 with the tax sale process to begin after June 30, 2015 with registration of the Tax Sale Notice against the titles for the properties with 2013 arrears outstanding.

RBC Express Information – TABLED.

BY-LAWS:

#231/2015 BE IT RESOLVED THAT By-Law #4/2015 being a By-Law of the Municipality of McCreary to set out the terms and conditions of employment be hereby given third and final reading.

CARRIED UNANIMOUSLY.

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#232/2015 BE IT RESOLVED THAT By-Law #9/2015 being a By-Law to govern the organization of the Municipality of McCreary and the Committees thereof be given first reading.

CARRIED.

#233/2015 BE IT RESOLVED THAT By-Law #9/2015 being a By-Law to govern the organization of the Municipality of McCreary and the Committees thereof be given second reading.

CARRIED.

#234/2014 BE IT RESOLVED THAT By-Law #10/2015 being a By-Law to establish fees and regulations for the disposal of waste at the McCreary Waste Disposal Site be given second reading.

CARRIED.

#235/2014 BE IT RESOLVED THAT By-Law #10/2015 being a By-Law to establish fees and regulations for the disposal of waste at the McCreary Waste Disposal Site be given third and final reading.

CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS:

- a) **Insurance Claim – McCreary Centennial Arena:
This is ongoing.**
- b) **Municipality of McCreary Signs:**

#236/2015 BE IT RESOLVED THAT the quote of Airmaster Signs for Municipal Entrance Signs be accepted in the amount of \$1,504.40 plus taxes.

CARRIED.

- c) **Municipal Land Leases:
A letter requesting finalization of the land lease for NE 28-21-14 W and SE 28-21-14 W by May 15, 2015 has been sent to the applicant.**
- d) **2015 Graveling Program:
Finalization of contracts, quarry permits, right of entry, work permit, etc. is being worked on with complete required by May 15, 2015,**
- e) **Dust Control Program:
The deadline for receipt of applications for dust control is May 22, 2015, after which maps will be prepared.**
- f) **McCreary Swimming Pool:
The requests were discussed and will be confirmed after the Financial Plan has been adopted.**

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#237/2015 BE IT RESOLVED THAT Joey Bond, Equipment Operator, be authorized to use Municipality of McCreary owned equipment after normal hours of work at the McCreary Swimming Pool, on the understanding that his time is to be donated and he will be the only equipment operator.

CARRIED.

**g) 2015 Brush Control and Leafy Spurge Control Program:
The maps are being worked on.**

**h) By-Election:
The By-Election is scheduled for Wednesday, June 17, 2015 in the Council Chambers. The advanced poll is planned for Saturday, June 13, 2015.**

i) Request for “School Bus” Signs:

#238/2015 BE IT RESOLVED THAT the Municipality of McCreary proceed with purchasing and installing two “school bus stop” signs on Road 112N as per the request of the property owner of Lot 1, Plan 6889 – SW 29-19-15 W.

CARRIED.

GENERAL BUSINESS:

**a) Animal Control:
Small animal control and procedures were discussed.**

b) Municipal Drum Roller Policy – COPIED:

#239/2015 BE IT RESOLVED THAT the Municipality of McCreary confirms its policy that rental of the municipal drum roller shall be restricted to Ratepayers of the Municipality of McCreary only and is for use only within the boundaries of the Municipality of McCreary.

CARRIED.

#240/2015 BE IT RESOLVED THAT the Municipality of McCreary make a grant of \$200.00 to the McCreary School as a scholarship.

BE IT FURTHER RESOLVED THAT a representative of the Municipality of McCreary present this scholarship at the Graduation Exercises scheduled for 3:00 p.m. on Saturday, June 20, 2015 at the McCreary School Gymnasium.

CARRIED.

#241/2015 BE IT RESOLVED THAT the Municipality of McCreary agrees to partner with the Dead Ox Trailblazers Inc. with respect to its Farm Credit Canada AgriSpirit Fund application for funding to purchase equipment to create a bike skills park on the understanding that the involvement of the Municipality of McCreary is limited to receiving grant funds on behalf of the Dead Ox Trailblazers Inc. and signing the contract between Farm Credit Canada AgriSpirit Fund and the Dead Ox Trailblazers Inc., on the understanding that the equipment be used within the Municipality of McCreary or immediate area.

CARRIED.

#242/2015 BE IT RESOLVED THAT all members of Council and the Chief Administrative Officer be authorized to attend the Association of Manitoba Municipalities Parkland District Meeting on Tuesday, June 16, 2015 in Ochre River, Manitoba on the understanding that the registration fee, mileage and meals not included in the registration fee be at the cost of the Municipality of McCreary.

CARRIED.

#243/2015 WHEREAS the Financial Plan form approved by the Minister of Manitoba Municipal Government and as referred to in The Municipal Act, Subsection 162(1), has not been updated to reflect the use of the Manitoba Municipal PSAB Chart of Accounts – 2007 as was recommended to disclose expenses by function and object;

AND WHEREAS the current Financial Plan form approved by the Minister of Manitoba Municipal Government includes numbering as per the Municipal Chart of Accounts in use prior to implementation of the PSAB Chart of Accounts;

THEREFORE BE IT RESOLVED THAT the Association of Manitoba Municipalities be asked to encourage Manitoba Municipal Government to update the Financial Plan form to improve ease of use of the approved form by those Municipalities that have implemented the suggested Manitoba Municipal PSAB Charts of Accounts – 2007.

CARRIED.

#244/2015 BE IT RESOLVED THAT the Municipality of McCreary agrees to accept an offer by Westman Communications Group to renew its Rental Agreement with the Municipality of McCreary for the land upon which its head end building and equipment sit being Parcel B, Plan 5797 for a term of three years beginning May 15, 2015 for the amount of \$625.00 per year, on the understanding that one year's written notice to terminate is required from either party.

AND BE IT FURTHER RESOLVED THAT the Reeve and the Chief Administrative Officer be hereby authorized to sign the said Renewal Agreement on behalf of the Municipality of McCreary.

CARRIED.

STANDING COMMITTEES OF COUNCIL:

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

Assistant Chief Administrative Officer Position has been filled. Jillian Wasylynka will start work on May 19, 2015.

#245/2015 BE IT RESOLVED THAT the Letter of Resignation of Taylor Fletcher be accepted with regret by the Municipality of McCreary with his last day of work to be April 22, 2015.

CARRIED.

Hours of work for the Public Works employees were discussed and it was confirmed that they are to be as scheduled by the Operations Foreman.

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

Development and Building Permit Applications that have been received were reported on.

#246/2015 BE IT RESOLVED THAT the quote for one complete turn out gear from Rocky Mountain Phoenix in the amount of \$2,052.42 plus taxes be hereby accepted by the Municipality of McCreary.

BE IT FURTHER RESOLVED THAT the McCreary Volunteer Fire Department be authorized to proceed with confirming this order as quickly as possible on the understanding that the invoice is to be forwarded to the Municipality of McCreary for payment.

CARRIED.

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

Bridge Structure Crossing Norgate Drain:

This matter is to be attended to by Manitoba Infrastructure and Transportation as per the letter received.

#247/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby approves the request of the owner of Lot 5, Block 8, Plan 540 for installation of an approach at the front of the property on Fourth Avenue on the understanding that the work required will be supervised by the Municipality of McCreary Public Works Department at the cost of the property owner.

CARRIED.

#248/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby sets its charge out rate for grass mowing for the 2015 season at \$500.00 per urban lot with the exception of Roll #100/150/700 which is set at \$1,000.00, on the understanding that these rates are for the entire 2015 mowing season and include the equipment and the operator, and as provided for previously in Village of McCreary By-Law #9/2004.

CARRIED.

#249/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby authorizes the Operations Foreman to proceed with having the safety of the one ton truck completed by Five & Fifty Sales and Service at an approximate cost of \$3,700.00 plus taxes.

CARRIED.

#250/2015 BE IT RESOLVED THAT the Municipality of McCreary does hereby agree to accept the terms and conditions of the Water Rights Licence as follows:

- **Licence #15-WCW-362 – File #1.44.146 to replace an existing 900 mm culvert with the same and a minor cleanout for 200 meters South of the culvert at SE 8-20-15W.**

AND BE IT FURTHER RESOLVED THAT the Reeve and the Chief Administrative Officer be authorized to sign the said Water Rights Licence.

CARRIED.

- d) Buildings (Kohlman-McLauchlan):
Councillor Kohlman volunteered to follow up on lease for rear of 436 Second Avenue as we have not received a response.**

Internet Services and Email Services – TABLED.

- e) Environmental Health Services (McLauchlan-Buchanan):
Access to property adjacent to the McCreary Waste Disposal Site was discussed and is to be provided by issuing a key during the farming season only.**
- f) Public Health and Welfare Services (Smith-McLauchlan):
The areas of responsibility of this committee were discussed.**
- g) Environmental Development Services (Roy-Cripps-McLauchlan):
A quote for flowers has been requested and discussed.**
- h) Economic Development Services (Roy-McLauchlan-Smith):
Nothing to report.**
- i) Recreation, Culture, Parks, Playgrounds (Kohlman-McLauchlan):
Quotes for repair of the stage are to be requested.**
- j) Water and Sewer Utility (Cripps-Kohlman-McLauchlan-Roy):**

**Private Sewer Service 205 First Avenue and 302 Aline Drive:
The camera work has been completed today and will be reviewed and recommendations prepared.**

**Operator in Training Application:
This application has been retracted due to the resignation received.**

ORGANIZATIONS:

- a) Planning District (McLauchlan):**

#251/2015 BE IT RESOLVED THAT the Municipality of McCreary hereby acknowledges receipt of and accepts the 2014 Audited Financial Statements of Agassiz Planning District as prepared by Sensus, Partnership of Chartered Accountants.

#251/2015 CONTINUED

BE IT FURTHER RESOLVED THAT the Municipality of McCreary hereby authorizes the Reeve to sign any and all documents necessary to conclude the 2014 Final Audit of the Agassiz Planning District as its former Chairperson

CARRIED.

The April, 2015 Activity Report from Paul Clark, Development Officer was received for filing.

- b) McCreary & District HandiVan (Cripps-Roy):
A meeting is scheduled for May 19, 2015.**
- c) McCreary District Library (Roy-Buchanan):
Nothing new to report.**
- d) Parkland District Library (Roy-Buchanan):
The 2014 Annual Report was received and filed as acknowledged by Council previously. Councillor Roy reported on her attendance at the April 27, 2015 meeting. A new contract has been entered for CUPE employees. Population within the region is declining. The need to and costs of replacing the Book Mobile were discussed.**
- e) McCreary Recreation Commission (Kohlman):
McCreary Golf & Country Club Minutes of April 9, 2015 are to be copied for the next meeting package.

McCreary Recreation Commission Minutes of March 2, 2015 are to be copied for the next meeting package.**
- f) Turtle River Watershed Conservation District #2 – Sub-District #44 (Buchanan-Smith):
Beaver control will be brought forward at the next watershed meeting.**
- g) Riding Mountain Liaison (Smith-Cripps):
No meetings to report on.**
- h) Riding Mountain Biosphere (Smith-Cripps):
No meetings to report on.**
- i) Whitemud Watershed Conservation District – Big Grass Sub-District (Smith-Buchanan):
No meetings to report on.**
- j) Inter-Ridge Veterinary Services (Kopytko-Buchanan):
No meetings to report on.**
- k) Westlake Veterinary Board (Buchanan):
Nothing new to report. Rabies clinic scheduled in McCreary next week.**
- l) Neepawa & Area Veterinary Board (Buchanan-Smith):
Nothing new to report.**

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- m) **McCreary Golf Course Development (Roy-Kohlman):**
A note is to be made to consider removing this inactive committee appointment from the Organizational By-Law at next review.

Notice of Motion:

None.

Remarks:

The next meetings are scheduled as follows: Special Meeting on May 14, 2015 at 7:00 p.m.; Special Meeting on May 21, 2015 at 7:00 p.m.; Public Hearing and Special Meeting on May 26, 2015 at 7:00 p.m.; Assessment Impact on May 27, 2015 at 7:00 p.m.; Regular Meeting scheduled for May 27, 2015 at 7:30 p.m.

Committee of the Whole - Confidential - In Camera:

Nothing further.

#252/2015 **BE IT RESOLVED THAT** this regular council meeting do now adjourn.

Time of Adjournment: 10:19 p.m.

CARRIED

MUNICIPALITY OF McCREARY

LARRY McLAUHLAN, Reeve

WENDY L. TURKO, Chief Administrative Officer