

MUNICIPALITY OF McCREARY

Minutes of the Regular Council Meeting of the Municipality of McCreary held on November 10, 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 7:29 p.m.

PRESENT:

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

#439/2015 BE IT RESOLVED THAT the Agenda for the November 10, 2015 Regular Meeting be adopted as prepared by the Chief Administrative Officer.

CARRIED.

#440/2015 BE IT RESOLVED THAT the Minutes of the October 28, 2015 Regular Meeting be approved as presented.

CARRIED.

DELEGATIONS and REPORTS:

7:35 p.m. Public Works Report to Council – COPIED:
Tyler McFadyen was unable to attend but had provided his written report which was reviewed, discussed and filed Public Works – Reports to Council.

8:00 p.m. Riding Mountain Biosphere Reserve RE: Community Garden Program:
Don Huisman and Valerie Pankratz attended on behalf of the Riding Mountain Biosphere Reserve, Community Garden Program. Introductions were made. The history of, the area included and the mandate of the Riding Mountain Biosphere Reserve was discussed. The objective of the Community Garden Project is to have a community garden in all communities within the Biosphere to promote bringing of communities together while producing quality food, improving health and reducing costs of essential products. The partnership between the Biosphere and community organizations as well as Grants accessed was discussed. Particulars of the construction of the raised garden boxes, soils, plantings (no aggressive plants like zucchini, squash, pumpkins), set up costs and applications for gardens were discussed. To be successful an active Community Gardens Committee is needed. The Biosphere is able to offer assistance and guidance based on its experience and success. Next steps include a resolution of Council, letter of support from the Municipality as well as letters of support from local organizations and businesses. The next intake of grant applications is July 1, 2016. Matching funds may not be necessary. Partnering youth with seniors has been very successful. The Biosphere is interested in helping in any way they can and thanked Council for the invitation. Mr. Huisman and Ms. Pankratz were thanked and left at 8:20 p.m.

**Municipality of McCreary Regular Meeting
November 10, 2015**

PETITIONS AND CORRESPONDENCE:

DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Oct 20/15	McCreary Christmas Festival	Copy of Letter to Royal Canadian Mounted Police RE: Parade Route Permit – COPIED;	The McCreary Recreation Commission is to be thanked for revising the parade route to include McCreary Alpine Manor. Filed McCreary Recreation Commission
Oct 27/15	McCreary Christmas Festival	Copy of Letter to McCreary Volunteer Fire Dept. RE: Santa’s Assistant – COPIED;	Resolution #450/2015 General Business. Filed McCreary Recreation Commission and Fire Department.
Oct 27/15	McCreary Christmas Festival	Request RE: Christmas Festival – COPIED;	Resolution #450/2015 General Business. Filed McCreary Recreation Commission.
Oct 28/15	Municipal Trading Company of Manitoba Ltd.	Rebate of \$3,834.84 – COPIED;	Filed Association of Manitoba Municipalities.
Oct 28/15	Association of Manitoba Municipalities	Thank You for Meeting – COPIED;	Filed Association of Manitoba Municipalities.
Oct 28/15	The Veterinary Services Commission Board	Meeting During Convention – COPIED;	Members of Council plan to attend. Filed Association of Manitoba Municipalities - Convention.
Nov 5/15	Capital I Industries Inc.	Ice Breaker Sponsor – COPIED;	Filed Association of Manitoba Municipalities - Convention.
Oct 26/15	Brandt	Invitation - COPIED;	Filed Association of Manitoba Municipalities - Convention.
Oct 28/15	All West Group	Invitation – COPIED;	Filed Association of Manitoba Municipalities – Convention.
Nov 3/15	Green Manitoba	January – June, 2015 Municipal Recycling Rebate - \$4,901.58 – COPIED;	Amount recycled has increased. We recycle more than the Manitoba Average. Filed Green Manitoba.
Oct 30/15	Canadian National Railway	Snow Removal – COPIED;	Filed Canadian National Railway.
Nov 2/15	Inter-Ridge Veterinary Service	Revised Agreement – COPIED;	Resolution #456/2015 Organizations – Inter-Ridge Veterinary. Filed Inter-Ridge Veterinary Service.
Nov 3/15	Royal Canadian Mounted Police	October, 2015 Statistical Report – COPIED;	Filed Royal Canadian Mounted Police
Nov 5/15	HELP International	2016 Shelterbelt Program – COPIED;	Posted on the Bulletin Board in the Office. Filed 2016 Shelterbelt Program.

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:

#441/2015 BE IT RESOLVED THAT the following accounts be paid from the General Operating Fund:

Association of Manitoba Municipalities	Fuel	\$1,761.84
Portage & District Recycling Inc.	October, 2015	
	Curbside Program	\$1,066.41
	Depot Program	<u>\$1,040.37</u>
		<u>\$2,106.78</u>
T.I.C. Parts & Service	Yoke	\$ 202.18
	Cross Kit & Gear Box	<u>\$1,471.99</u>
		<u>\$1,674.17</u>

CARRIED.

Costs of the domain for the McCreary website were discussed. Payment for these costs is to be researched to prevent the need for use of individual credit cards if possible.

#442/2015 BE IT RESOLVED THAT the General Operating Fund List of Accounts numbered #706 to #735 totalling \$95,165.34 and the Utility Operating Fund List of Accounts numbered #3437 to #3442 totalling \$1,713.01 be hereby approved.

CARRIED.

Outstanding Taxes as at November 6, 2015 total \$234,440.07 with \$24,852.234 outstanding for 2014 and \$209,587.84 outstanding for 2015.

Outstanding Water and Sewer Utility Accounts as at November 6, 2015 total \$9,758.94, all being past due including 17 accounts for disconnection and one which may be added to property taxes.

Reminder Letters RE: Outstanding Taxes:
Reminder letters are not necessary at this time.

Review of Investments – Municipality of McCreary – TABLED.

Financial Statements:
Draft Revenue and Expenditure Statements were provided to Council.

BY-LAWS:

#443/2015 BE IT RESOLVED THAT By-Law #14/2015 being a By-Law to adopt the provisions of the Manitoba Emergency Measures Act and the Municipality of McCreary Revised Emergency Plan be given third and final reading.

CARRIED UNANIMOUSLY.

#444/2015 WHEREAS the Council of the Municipality of McCreary has reviewed its Organizational By-Law #1/2015;

AND WHEREAS the following revisions are necessary and a new by-law is to be drafted including these revisions:

- 1. Clause 7.1 is to be revised to indicate that expenses in excess of \$2,000.00 require a Resolution of Council to authorize payment, with the exception of regular invoices for utilities such as Manitoba Hydro and Payroll;**
- 2. 4.11(m) be removed;**
- 3. Amend 4.12 (c) to include the option of 2 members of Council.**

CARRIED.

#445/2015 WHEREAS the Council of the Municipality of McCreary has reviewed its Procedural By-Law #2/2015;

AND WHEREAS the following revisions are necessary and a new by-law is to be drafted including these revisions:

- 1. Amend 8.2 to include the day immediately prior to the holiday, at the discretion of Council.**

CARRIED.

UNFINISHED BUSINESS:

- a) Insurance Claim – McCreary Centennial Arena:
The claim can be completed shortly once the final invoice is received.**
- b) Association of Manitoba Municipalities Convention:
Registrations and accommodations have been confirmed.**
- c) Regional By-Law Review and Contract:
Nothing new at this time.**
- d) Rain Event – July 28, 2015 – Disaster Financial Assistance:
Our request for funding has not yet been approved. Site photographs are to be taken for our use once our request for funding is approved.**
- e) Municipal Amalgamation:
The revised costs of amalgamation have been submitted to the Association of Manitoba Municipalities.**

Councillor Allan Whyte declared in interest in the following agenda item and left the meeting.

Councillor Clayton Kohlman declared an interest in the following agenda item and left the meeting.

f) **Contracts Review – COPIED:**

#446/2015 BE IT RESOLVED THAT the Municipality of McCreary tender the following contracts with a closing date of November 23, 2015 at 12:00 Noon:

- 1. Combined Janitorial Contract for both 432 First Avenue and 436 Second Avenue;**

on the understanding that the terms of the contract shall be amended as has been directed by Council.

CARRIED.

Councillor Kohlman and Councillor Whyte were both invited to re-join the meeting and did so.

#447/2015 BE IT RESOLVED THAT the Municipality of McCreary offer a one year renewal of the Waste Disposal Grounds and Recycling Depot Contract for Services at a rate of \$17.00 per hour for 40 hours per week.

CARRIED.

#448/2015 BE IT RESOLVED THAT the Municipality of McCreary offer a one year extension of the Animal Control and Pound Keeper Contract.

CARRIED.

- g) **I-Net Link Incorporated - Statutory Easement and Rental Agreement:
We are waiting for the Statutory Easement as requested.**

- h) **Christmas Gala:**

#449/2015 BE IT RESOLVED THAT the Municipality of McCreary invite as its guests all members of the Council of the Municipality of McCreary and all Administrative Staff of the Municipality of McCreary, including one guest per person invited, to attend the Christmas Gala hosted by the McCreary Recreation Commission at the McCreary Community Centre on Saturday, December 5, 2015 on the understanding that the cost of tickets in the amount of \$30.00 per person be at the cost of the Municipality of McCreary.

BE IT FURTHER RESOLVED THAT a donation of \$100.00 be made towards the silent auction at the Christmas Gala.

CARRIED.

GENERAL BUSINESS:

- a) **Review of Internal and External Appointments to Committees and Organizations:**

Municipality of McCreary Regular Meeting
November 10, 2015

Appointments will be considered once the Organizational By-Law has been amended and passed.

#450/2015 BE IT RESOLVED THAT the members of the McCreary Volunteer Fire Department be authorized to participate in the Christmas Festival Parade of Lights on Friday, November 20, 2015 and to provide transportation for Santa Claus and members of the McCreary Volunteer Fire Department only.

BE IT FURTHER RESOLVED THAT a grant of \$100.00 be made to the McCreary Recreation Commission towards the Annual Christmas Festival.

AND BE IT FURTHER RESOLVED THAT the Municipality of McCreary has no objection to Off-Road Vehicles participating in the Christmas Festival Parade.

AND BE IT FURTHER RESOLVED THAT the Municipality of McCreary be authorized to participate in the Parade of Lights on November 20, 2015.

CARRIED.

STANDING COMMITTEES OF COUNCIL:

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

Weekend/On Call Coverage Policy: TABLED.

#451/2015 BE IT RESOLVED THAT a Committee of the Whole of the Municipality of McCreary go in camera for the purpose of discussing a matter in preliminary stages as provided for in Subsection 152(3) of The Municipal Act.

CARRIED.

#452/2015 BE IT RESOLVED THAT the Municipality of McCreary close its in camera discussion and re-open the meeting to the public.

CARRIED.

#453/2015 BE IT RESOLVED THAT the Hours of Operation of the Municipality of McCreary for the 2015/2016 Holiday Season be as follows:

Monday	December 21, 2015	Regular Hours
Tuesday	December 22, 2015	Regular Hours
Wednesday	December 23, 2015	Regular Hours
Thursday	December 24, 2015	Closed – For Boxing Day
Friday	December 25, 2015	Closed – Christmas Day
Saturday	December 26, 2015	Closed
Sunday	December 27, 2015	Closed
Monday	December 28, 2015	Regular Hours
Tuesday	December 29, 2015	Regular Hours
Wednesday	December 30, 2015	Regular Hours
Thursday	December 31, 2015	Closed at Noon
Friday	January 1, 2016	Closed – New Year’s Day

CARRIED.

Annual Performance Appraisals are to be completed by the Operations Foreman and the Chief Administrative Officer as quickly as possible for use by Committee and/or Council. Appraisal documents for the Operations Foreman and the Chief Administrative Officer are to be provided to the Personnel Committee Chairperson.

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

Development and Building Permit Applications were reviewed.

**Table Top Exercise of the Emergency Plan – Date and Event:
Council suggests Monday, November 30, 2015 at 7:00 p.m. Council also suggests that the event to be discussed be an Ice Storm.**

Reeve McLauchlan reported on bringing recent break and enters to the attention of the Royal Canadian Mounted Police and questioning what is being done to prevent more and to investigate and solve the many that have been reported. This matter is to be further addressed during the upcoming Association of Manitoba Municipalities Convention as well as during the next report of the RCMP to Council. Formation of a “Citizens on Patrol” is to be investigated.

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

**Bridge Structure Crossing Norgate Drain:
Nothing new to report at this time.**

**Highway Contract Subsidy for #462 – 10% Grant:
Whitemud Watershed has indicated that our proposed project does not affect them so we can proceed. Funding approval has been requested.**

**Site Tour:
The tour was held on November 4, 2015 to view sites for consideration for projects for 2016.**

**Back Lane Signs:
The signs are to be installed shortly.**

#454/2015 BE IT RESOLVED THAT the Municipality of McCreary proceed with a product link tracking program from Toromont CAT at a cost of approximately \$30.00 per month on a trial basis.

CARRIED.

Individuals requesting minor clean outs making application for the necessary drainage license was discussed. Once a drainage license is in place it remains in place.

d) Buildings (Kohlman-McLauchlan-Whyte):

**Building Security and Insurance Claim (Both Office Buildings):
The quote required is to be received within a few days.**

436 Second Avenue Tenants:

Information from the insurer has been requested.

- e) **Environmental Health Services (McLauchlan-Buchanan-Whyte):**
Nothing to report at this time.
- f) **Public Health and Welfare Services (Smith-McLauchlan-Whyte):**
Nothing to report at this time.
- g) **Environmental Development Services (Roy-Cripps-McLauchlan):**
Christmas lighting will be installed after Remembrance Day. New trees at the McCreary Sign have done well.
- h) **Economic Development Services (Roy-McLauchlan-Smith):**
Nothing to report at this time.
- i) **Recreation, Culture, Parks, Playgrounds (Kohlman-McLauchlan-Whyte):**
Placement of Fletcher Park Bronze Plaque is complete.
- j) **Water and Sewer Utility (Cripps-Kohlman-McLauchlan-Roy):**

Sewer Subsidy Back-Up Program:

Permits have been applied for by individuals. Completed applications for subsidy will be required effective December 31, 2015.

#455/2015 BE IT RESOLVED THAT Tyler McFadyen, Operations Foreman, be authorized to make arrangements for accommodations at the Victoria Inn Airport, Winnipeg, Manitoba to attend the Manitoba Water and Wastewater Association 2016 Annual Conference, Trade Show and Workshops for the nights of January 31, February 1 and 2, 2016 to be at the cost of the Municipality of McCreary and to be direct billed to the Municipality of McCreary.

CARRIED.

ORGANIZATIONS:

- a) **Planning District (McLauchlan-Whyte):**
The October, 2015 Report was reviewed and filed.
- b) **McCreary & District HandiVan (Cripps-Roy):**
The next meeting is scheduled for November 17, 2015.
- c) **McCreary District Library (Roy-Buchanan):**
A meeting was held November 9, 2015. The job description is being reviewed and updated. Internet service security was discussed.
- d) **Parkland District Library (Roy-Buchanan):**
There have been no meetings to report on.
- e) **McCreary Recreation Commission (Kohlman-Whyte):**
The Christmas Festival is planned for November 20, 2015 and the Christmas Gala is planned for December 5, 2015.

**Municipality of McCreary Regular Meeting
November 10, 2015**

- f) Turtle River Watershed Conservation District #2 – Sub-District #44 (Buchanan-Smith):
The next meeting is scheduled for December, 2015.**
- g) Riding Mountain Liaison (Smith-Cripps):
The Minutes of the October 1, 2015 General Meeting were reviewed and filed.**
- h) Riding Mountain Biosphere (Smith-Cripps):
There have been no further meetings to report on. The Community Garden Project will be considered further at the next regular meeting of Council.**
- i) Whitemud Watershed Conservation District – Big Grass Sub-District (Smith-Buchanan):
The October 15, 2015 Agenda, Minutes and the October, 2015 Manager’s Report were reviewed and filed. Councillor Smith reported on the most recent meeting. Beaver control was discussed. Previously approved projects were discussed.**
- j) Inter-Ridge Veterinary Services (Buchanan):
The sympathy of Council is to be extended to the family of Ernie Kopytko who served on the Board of Directors on behalf of the Municipality of McCreary as well as the Rural Municipality of McCreary prior to amalgamation.**

#456/2015 BE IT RESOLVED THAT the Municipality of McCreary enter a Revised Veterinary Services District Agreement for the Inter-Ridge Veterinary Services District Board with the Rural Municipality of Alonsa on the understanding that the 2015 levy is amended from the amount of \$700.00 to the amount of \$1,730.00

BE IT FURTHER RESOLVED THAT the Reeve and the CAO be authorized to sign the agreement.

AND BE IT FURTHER RESOLVED THAT the difference of \$1,030.00 be paid.

CARRIED.

- k) Westlake Veterinary Board (Buchanan-Whyte):
Nothing new to report.**
- l) Neepawa & Area Veterinary Board (Buchanan-Smith):
Nothing new to report.**
- m) McCreary Golf Course Development (Roy-Kohlman):
The Fund Raising Supper was successful with 90 tickets sold.**

**Notice of Motion:
None.**

Municipality of McCreary Regular Meeting
November 10, 2015

Remarks:

The next Regular Meeting is scheduled for November 25, 2015 at 7:30 p.m.

Statements of Assets and Interests were received by the CAO from all members of Council.

Committee of the Whole - Confidential - In Camera:

Nothing further

#457/2015 BE IT RESOLVED THAT this regular council meeting do now adjourn.

Time of Adjournment: 11:16 p.m.

CARRIED.

MUNICIPALITY OF McCREARY

LARRY McLAUHLAN, Reeve

WENDY L. TURKO, Chief Administrative Officer