

MUNICIPALITY OF McCREARY

Minutes of the Regular Council Meeting of the Municipality of McCreary held September 9, 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 Deputy Reeve Councillor Councillor Councillor Councillor Chief Administrative Officer</p>	<p>Larry McLauchlan Linda Cripps Shawn Buchanan Clayton Kohlman Coreen Roy Allan Whyte Wendy Turko</p>
---	---

Dave Smith, Councillor, was unable to attend.

#372/2015 BE IT RESOLVED THAT the Agenda for the September 9, 2015 Regular Meeting be adopted with the following addition:

- 10. (c) Transportation and Drainage:**
- Beaver Control;**

CARRIED.

#373/2015 BE IT RESOLVED THAT the Minutes of the August 12, 2015 Regular Meeting, August 18, 2015 Special Meeting, August 21, 2015 Special Meeting and the August 26, 2015 Special Meeting be approved as presented.

CARRIED.

DELEGATIONS and REPORTS:

7:35 p.m. Tyler McFadyen, Operations Foreman, had provided his written Public Works Report as copied for all members of Council. Tyler was unable to attend. Reeve McLauchlan presented the report as discussed with Tyler. The report was filed under Public Works - Reports to Council.

PETITIONS AND CORRESPONDENCE:

DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Aug. 12/15	Petitioners	Speed Limit in Back Lane – COPIED;	“Children At Play” signs are to be installed at the entrance to the back lanes and the exits from the back lanes between First and Second and between Second and Third near the Day Care and the School. Filed Transportation.

**Municipality of McCreary Regular Meeting
September 9, 2015**

DATED	RECEIVED FROM	CONCERNING	HOW DEALT WITH
Sept. 3/15	Cindi Berg	Resignation as Appointee to Parkland Tourism – COPIED;	Resolution #381/2015 General Business. A Request of interest in this appointment is to be posted locally. Filed Parkland Tourism.
Aug. 17/15	Manitoba Municipal Administrators' Association	Agenda for Sept. 24/15 District #5 Meeting – COPIED;	Resolution #382/2015 General Business. Filed Manitoba Municipal Administrators' Association
Aug. 13/15	Tree Canada	Land for Planting Seedlings – COPIED;	This request is to be referred to the Turtle River Watershed Conservation District for possible sites as there were no municipally owned sites identified. Filed Tree Canada.
Aug. 21/15	Manitoba Youth Job Centre	Thank you from Erin Szymesko, Youth Engagement Leader 2015 – COPIED;	Mail received and telephone line were discussed. Filed Manitoba Youth Job Centre.
Aug. 12/15	Western Financial Group	Municipal Insurance Programs – COPIED;	Filed Insurance.
Aug. 12/15	Manitoba Emergency Measures Organization	Received Request for Disaster Financial Assistance – COPIED;	Our request has been acknowledged but not yet approved. Filed Disaster Financial Assistance.
Aug. 14/15	Honourable Drew Caldwell, Manitoba Minister of Municipal Government	First 2015 Payment – Federal Gas Tax Funding – COPIED;	Levels of funding, as per agreements in place, were discussed. Filed Gas Tax Funding.
Aug. 31/15	Manitoba Municipal Government	Authorization for former Village of McCreary to Incur Deficit for 2013 as Recovered by Debenture issued under Municipal Board Order #E-13-148 – COPIED;	A copy is to be provided to MNP. Filed 2013 Village of McCreary Audit and 2014 Village of McCreary Audit.
Sept. 1/15	Manitoba Municipal Government, Assessment Services	Assessment Changes – COPIED;	Resolution #378/2015 Financial. Filed Assessment and Taxes - Added and Reduced 2015.

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.

Municipality of McCreary Regular Meeting
September 9, 2015

FINANCIAL:

Larry McLauchlan, Reeve, declared an interest in the next agenda item, vacated the chair, excused himself from the meeting and left the Council Chambers.

Linda Cripps, Deputy Reeve, assumed the Chair.

#374/2015 BE IT RESOLVED THAT the following accounts be paid from the General Operating Fund:

Association of Manitoba Municipalities	Membership Sept 1/15-Aug 31/16	\$ 932.62
Capital Industries Inc.	Parts and Repair–Snow Wing	\$ 5,913.68
Five & Fifty Sales & Service	Various Repairs and Parts	\$ 1,188.87
MNP LLP	Final Audit 2014 Village	\$ 4,633.00
Turtle River Watershed Conservation District #2	50% Interim Payment	\$28,515.29
Whitemud Watershed Conservation District	50% 2015 Levy	\$ 1,261.83
Larry McLauchlan	July 28 and 29, 2015 Emergency Response 18 Hours 95 Litres of Gas	\$ 287.50
Larry McLauchlan	Aug. 25/15–Riding Mountain Biosphere Garden Projects Per Diem	\$ 62.50

CARRIED.

Reeve McLauchlan was invited to re-join the meeting.

Deputy Reeve Cripps vacated the chair and Reeve McLauchlan again assumed the chair.

The difference between mill rates in place for Turtle River Watershed Conservation District and Whitemud Conservation District was discussed.

#375/2015 BE IT RESOLVED THAT the General Operating Fund List of Accounts numbered #508 to #569 totalling \$81,195.73 and the Utility Operating Fund List of Accounts numbered #3403 to #3414 totalling \$7,336.37 be hereby approved.

CARRIED.

Outstanding Taxes as at September 4, 2015 total \$1,422,873.09 with \$38,364.14 owing for 2014 against 44 properties and the remaining \$1,384,508.95 owing for 2015 with a due date of October 31, 2015.

Outstanding Water and Sewer Utility Accounts as at September 4, 2015 total \$7,075.24, all of which are past due and 12 accounts requiring disconnection notices. The invoices for the June 1 to August 31, 2015 quarter are being worked on and will be due on or before October 31, 2015.

**2014 Audited Financial Statements of the Village of McCreary:
These reports are expected to be received in the near future from MNP.**

Review of Investments – Municipality of McCreary - TABLED

#376/2015 BE IT RESOLVED THAT the Municipality of McCreary Draft Financial Statements as at January 31, 2015 and February 28, 2015 be approved by Council as prepared by the Chief Administrative Officer on the understanding that these statements are subject to audit by Meyers Norris and Penny and do not include consolidated entities.

CARRIED.

#377/2015 WHEREAS the Municipality of McCreary included in its 2015 Capital Budget an expenditure of \$15,000.00 for the purchase of a truck to be funded by the Building & Equipment Reserve Rural in the amount of \$7,500.00 and by the Equipment Reserve Urban in the amount of \$7,500.00;

AND WHEREAS quotes have been obtained for a new trailer;

BE IT RESOLVED THAT a portion of funds budgeted for purchase of a truck be re-directed to purchase of a trailer;

AND FURTHER BE IT RESOLVED THAT the quote of Dauphin Speed N' Sport for a New Rainbow 18" C & E w/3500 lbs Axles 2 Braking Spring Part Number 6318M in the amount of \$3,765.00 plus taxes be hereby accepted and the purchase of this trailer be completed as soon as possible.

CARRIED.

#378/2015 WHEREAS the Supplementary Assessments List dated September 1, 2015 has been received from Manitoba Municipal Government, Assessment Branch on September 1, 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 104000.

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.

BY-LAWS:

By-Law # - Destroy Documents – TABLED.

UNFINISHED BUSINESS:

- a) **Insurance Claim – McCreary Centennial Arena:**
This claim can be completed once the final invoices are received. Repairs and replacements have been completed.
- b) **Municipal Land Leases:**

#379/2015 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 authorizes the Reeve and the CAO to proceed with completion and signature of this Land Lease Agreement for the 2016 season.

CARRIED.

- c) **Association of Manitoba Municipalities:**

Accommodations for Convention:

Accommodations will be requested for the nights of November 23 and 24, 2015 for those who plan to stay. Convention registration will be confirmed at the next regular meeting.

October 7, 2015 Visit:

Lunch arrangements will be confirmed for 14 people and Jillian Wasylynka, Assistant CAO, is to be invited to attend on behalf of Administration.

Education Program – COPIED:

No one is able to attend the October 9 or November 23, 2015 seminars being offered.

- d) **Thomas Sill Foundation – Street Name Signs:**
Reeve McLauchlan volunteered to confirm the details.
- e) **McCreary Centennial Arena Land Consolidation and Possible Addition:**
There was nothing new to report at this time.
- f) **Building Location – 615 First Avenue:**
There has been no response from the property owner.
- g) **Regional By-Law Review:**
By-Laws from both amalgamation partners are to be reviewed.

#380/2015 BE IT RESOLVED THAT Wendy Turko, CAO, be authorized to attend a meeting in Gilbert Plains, Manitoba on Wednesday, September 16, 2015 at 10:00 a.m. concerning By-Law Enforcement on the understanding that mileage be at the cost of the Municipality of McCreary.

CARRIED.

- h) **Insurance Coverages:**
Golf Course Golf Carts and Trike:
The quote from our insurer has not been received.

Museum – School House and Train Station:

The building particulars survey has not been received from the McCreary Heritage Advisory Committee.

- i) **DataLink – Civic Numbering – Rural Area:**
This matter was referred to the 2016 Budget File and will proceed as time permits.
- j) **Rain Event – July 28, 2015 – Disaster Financial Assistance:**
Our request has been acknowledged but not yet approved.
- k) **Condition of Properties and By-Law Enforcement:**
Jack Bremner, By-Law Enforcement Officer, has reviewed By-Law #9/2004 with suggestions as noted on the file.
- l) **Lot 1, Plan 5264 – Request for Sewer Service – COPIED:**
It is our understanding that the property has been sold. This matter will be considered further upon receipt of a request from the new property owners.
- m) **Winding Up of McCreary & District Economic Development Board:**
A brief email received indicates that a report will be provided to Council.
- n) **MTS:**
E-911 Agreement:
A follow up is to be sent as the signed agreement has not yet been received.

Municipal Rights-of-Way Application #9121975:

Notification of the date for completion has not yet been received back.

- o) **Municipal Amalgamation:**
Matters being worked on and yet to be completed include final telephone and internet service review and recommendations; capital asset inventory review; tangible capital assets review; health and safety review; paper record maintenance and authority to destroy.

GENERAL BUSINESS:

- #381/2015 **BE IT RESOLVED THAT** the resignation of Cindi Berg as appointee to the Board of Directors of Parkland Tourism be accepted with regret.

CARRIED.

- #382/2015 **BE IT RESOLVED THAT** Wendy Turko, Chief Administrative Officer, be authorized to attend the District Meeting hosted by the Manitoba Municipal Administrators' Association in Brandon, Manitoba on Thursday, September 24, 2015, on the understanding that mileage and lunch be at the cost of the Municipality of McCreary.

CARRIED.

STANDING COMMITTEES OF COUNCIL:

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

Draft Time Sheet – COPIED:

The draft time sheet as copied to Council was approved for use.

Overtime has been reviewed and discussed. The Working Alone Policy was discussed.

#383/2015 BE IT RESOLVED THAT Jillian Wasylynka, Assistant Chief Administrative Officer, be authorized to enrol with the University of Manitoba Continuing Education Program, Introductory Accounting for Municipal Managers, or Managing the Human Resource Function or Municipal Administration for the January, 2016 through April, 2016 term on the understanding that the registration fee of either \$525.00 or \$565.00 per person shall be shared with 50% of the cost to the Municipality of McCreary and 50% to Jillian Wasylynka on the understanding that upon successful completion of the course the 50% paid by Jillian Wasylynka will be reimbursed to her.

CARRIED.

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

Development and Building Permit Applications Review:

A verbal report on new applications received and permits issued was made.

Fire Safety Building Inspections:

Completion of inspections was discussed.

Quotes for installation of soffit and fascia at the Fire Hall are to be requested by the Operations Foreman. Eaves trough was also discussed.

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

Bridge Structure Crossing Norgate Drain:

Nothing further at this time.

Highway Contract Subsidy for #462:

Details of the project are to be confirmed for a Resolution requesting funding at the next regular meeting.

Dust Control Program – Invoicing Concerns and Site Measurements:

#384/2015 BE IT RESOLVED THAT Dust Control Invoices remain as invoiced and not be amended.

CARRIED.

License Application to Construct Minor Control Works:

Details for completion of an application are to be compiled by the Committee Chairperson and the Operations Foreman for a Resolution at the next regular meeting.

Request to Clean Ditch NW 5-21-15:

The area involved in this request will be viewed during the Fall tour.

**Municipality of McCreary Regular Meeting
September 9, 2015**

Site Tour:

A date for a site tour is to be arranged by the Committee Chairperson to include members of Council and the Operations Foreman.

Mowing Extension requests were discussed.

Beaver Control:

The program was discussed.

#385/2015 WHEREAS the Turtle River Watershed Conservation District #2 has authorized funding in the amount of \$1,500.00 to the Municipality of McCreary for the 2015/2016 Problem Beaver Management Program on the understanding that funding will be provided at season's end based on provision of a detailed removal report;

THEREFORE BE IT RESOLVED THAT the Municipality of McCreary hereby appoints Terry Hoggins as a trapper for the Municipality of McCreary to act as directed under its Problem Beaver Management Program, subject to provision of current and valid Trapper's Licenses.

AND BE IT FURTHER RESOLVED THAT the rate of pay per beaver be set at \$50.00 with evidence of the beavers' tail to be presented and marked.

CARRIED.

d) Buildings (Kohlman-McLauchlan-Whyte):

Building Security was discussed.

436 Second Avenue Tenants:

The revised Lease has been sent out but not yet received back.

Janitorial Contract(s) 2016:

Content of the two contracts is to be compared. All contracts expiring December 31, 2015 are to be brought forward for Council's consideration.

Internet Services – COPIED:

Information on all services available is to be compiled and a recommendation prepared for Council's consideration.

Telephone service information provided is to be filed for Council's further consideration during 2016 financial planning.

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

Empty Pesticide and Fertilizer Containers have now been removed by the Clean Farms Program.

A concern received about the Recycling Depot was discussed.

Equipment operation at the landfill was discussed. The Operations Foreman is to research this matter.

**Municipality of McCreary Regular Meeting
September 9, 2015**

- f) Public Health and Welfare Services (Smith-McLauchlan-Whyte):
Nothing to report at this time.**
- g) Environmental Development Services (Roy-Cripps-McLauchlan):
Student hiring programs available for 2016 are to be researched, such as the Green Team.**
- 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:

Placement of the plaque within Fletcher Park on a rock will be attended to as quickly as possible.

Fletcher Park campground is to remain open until October 13, 2015, weather permitting.

Possible use of Fletcher Park campsites, with the exception of the four along Broderick Street, as winter storage for camper trailers for a fee is to be researched with our insurer.

#386/2015 BE IT RESOLVED THAT the Municipality of McCreary provide 4 loads of shale delivered for the McCreary Swimming Pool parking lot.

CARRIED.

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

Request to Connect to Municipal Sewer System:

It is our understanding that the property has been sold. This matter will be considered further upon receipt of a request from the new property owners.

Bullrushes and Rip Rap – Sewage Lagoon:

Bullrushes were removed today. Rip Rap is to proceed shortly.

3 Repair Projects:

These projects have been scheduled as per the Public Works Report received earlier. Possible water leak near PTH #50 and Rosamond Road is being monitored.

Sewer Subsidy Back-Up Program:

The Application Form has been approved and we await receipt of the signed Agreement from Manitoba Emergency Measures Organization, after which applications will be made available.

#387/2015 BE IT RESOLVED THAT Tyler McFadyen be authorized to use his personal private vehicle and be reimbursed for mileage to allow him to attend the Western Canada Water Conference in Winnipeg, Manitoba on September 15 through 18, 2015.

CARRIED.

ORGANIZATIONS:

- a) **Planning District (McLauchlan-Whyte):**
The August, 2015 Report was reviewed and filed.
- b) **McCreary & District HandiVan (Cripps-Roy):**
Nothing new to report until the September, 2015 meeting.
- c) **McCreary District Library (Roy-Buchanan):**
A concern has been raised about the hours not being posted and not being open during regular hours. This will be brought forward to the next meeting of the Board.
- d) **Parkland District Library (Roy-Buchanan):**
The next meeting is scheduled for September 21, 2015.
- e) **McCreary Recreation Commission (Kohlman-Whyte):**
The Annual Wendy Borne Memorial Night Light Golf is planned for September 11, 2015.
- f) **Turtle River Watershed Conservation District #2 – Sub-District #44 (Buchanan-Smith):**

Reports on the progress of projects is to be requested.

Mowing of watershed drains is in progress.

More shale is to be removed from the Wilson Drain as a watershed project. Permission has been granted to an adjacent property owner to remove shale as well.

- g) **Riding Mountain Liaison (Smith-Cripps):**
No report.
- h) **Riding Mountain Biosphere (Smith-Cripps):**

#388/2015 BE IT RESOLVED THAT the Municipality of McCreary express an interest in participating in a Community Garden Program as offered by Riding Mountain Biosphere Reverse and invite attendance at a regular meeting of Council.

CARRIED.

- i) **Whitemud Watershed Conservation District – Big Grass Sub-District (Smith-Buchanan):**
Minutes and reports on the progress of projects are to be requested.
- j) **Inter-Ridge Veterinary Services (Kopytko-Buchanan):**
A veterinarian is now available at the clinic in Alonsa, Manitoba. Costs of operating the service are to be included in the annual levy.
- k) **Westlake Veterinary Board (Buchanan-Whyte):**
Renovations to the front of the office were discussed.

**Municipality of McCreary Regular Meeting
September 9, 2015**

- l) Neepawa & Area Veterinary Board (Buchanan-Smith):
A meeting is scheduled for tomorrow night.**

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

Notice of Motion:

None.

Remarks:

The next Regular Meeting is scheduled for September 23, 2015 at approximately 7:30 p.m. with the Board of Revision immediately prior starting at 7:00 p.m.

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

Committee of the Whole - Confidential - In Camera:

#389/2015 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.

#390/2015 BE IT RESOLVED THAT the Municipality of McCreary close its in camera discussion and re-open the meeting to the public.

CARRIED.

#391/2015 BE IT RESOLVED THAT this regular council meeting do now adjourn.

Time of Adjournment: 11:03 p.m.

CARRIED.

MUNICIPALITY OF McCREARY

LARRY McLAUHLAN, Reeve

WENDY L. TURKO, Chief Administrative Officer