



## Cartwright-Roblin Municipality

### Meeting Minutes

July 26, 2018 - Regular Meeting - 9.00 am

#### **Council Members Present**

Head of Council R Lovell

Councillors: J Daly, B Decosse, V Hildebrand, B Pawich

#### **Council Members Absent**

None

#### **Also Present**

Chief Administrative Officer C Mullin

#### **1. Call To Order**

With a quorum present, DHOC Daly called the meeting to order. Time: 9.00 am

#### **2. Adopt Agenda/ Confirm Minutes**

**Resolution No:** Jul-18-199

**Moved By:** Councillor Hildebrand

**Seconded By:** Councillor Decosse

**BE IT RESOLVED** that the agenda be adopted as presented with the following amendments: None

**BE IT FURTHER RESOLVED** that meeting minutes are adopted as circulated/ amended: July 10 & 19, 2018.

Carried

#### **3. Reports**

9.17 am HOC Lovell joined the meeting and assumed the chair during the report.

##### **3.1 APWF McLeod (Jul 20)**

- Weed mtg
- Toro mower
- Culvert steamer
- Sewer scope
- Water leak
- Taps for B.C. park
- Staff (JIM, Stan off)
- Road side mowing
- Road 79 project
- Hydrants / valves
- Spraying at R Lake
- MI roadside spraying budget \$2000-\$2500
- DFA bridge work DeKoninck/ Ramsden Valley
- Road maintenance blading
- Loader incident - no damage
- BC Park dock
- Skidsteer track repair
- Cwt water & replace ph tester

### **3.2 Office Asst Vincent (Jul 20)**

AR/ AP up to Jul 4th

- External invoicing (customer eq rates/ bulk water/ other) **\$4,565.58**
- External payments received **\$25,664.52**
- Internal invoicing (eq rates for roads/ streets, sanitation, parks, cemeteries, facilities, shop, office, Cwt+Mather utilities) **\$71,199.03**
- AP Aggregate (16,758 cu yds) **\$57,061.85**

### **3.3 CAO Mullin (Jul 20)**

#### **3.3.1 P Works related:**

- Dust control
- Pembina River Diversion/ Pleasant Valley Trail
- Farmland Beaver Control

#### **3.3.2 General:**

- Late payments
- Foundation grants
- K McDonald completed CMMA program and will graduate spring 2019
- Dev agreements (Law, Posgon, McKay subdivisions)
- Mather Hall financials & request for copy of CRM financial plan
- Expression of interest - Infrastructure
- Applied for local 3-way Asset Mgmt workshop
- MTCML advise that tariff on paper will impact pricing
- Council years of service
- Appointment of Auditors & status of yearend audit work
- All-Net use info distributed
- Enabling Accessibility re: local busiensses)
- Confirmed RMA fuel used for municipal & fire dept purposes
- Rabbits in urban areas
- R Lake wastewater mgmnt letters distributed for Province

#### **3.3.3 Staff:**

- All staff have time off booked per policy
- HR 1

### **3.4 HOC Lovell - None**

### **3.5 Councillor Daly**

- Attended Pembina Valley Conservation District meeting with Councillor Decosse. Project partnering opportunities are being explored. Road allowances classified as polination corridors can be seeded/ treed. New Crystal Green fertilizer product(s) are non-soluable. Erosion west of PTH 5 in township 2 is a cause for concern. Up to 20 applications being accepted for well-capping. Inquiry to submit regarding sand bar cleanup project at BC Park. New member(s) for BC Sub-District. Tree planting and water retention project near R Lake.
- BC Park dock

### **3.6 Councillor Decosse**

- MRCC Skating Rink will work with Council to develop contractor's list of duties.

### **3.7 Councillor Hildebrand**

- H Park washroom exterior near complete, interior fixtures still to install - to be complete for P Days

### **3.8 Councillor Pawich - None**

## **4. Delegations/ Petitions/ Hearings**

None

## 5. Communications

<u>FROM</u>	<u>FILE</u>	<u>SUBJECT</u>
FOR ACTION:		
Electronic Products Recycling Assoc	Vault	Contract renewal
Sky Plot Geo Services	Drain	WCW application 24-2-16w
MB Infrastructure	CDO	Reduce speed on PTH
MB Sustainable Development	Vault	Cwt drinking water results
MB Sustainable Development	Vault	Cwt public water system inspection
Cwt & Area Foundation	15	Jul 19 minutes
Municipal Relations - Planning	Subd	Subdivision L Robbins
FOR INFORMATION:		
MB News Releases	405	Assessment roll delivery
Busy Beaver Tree Service	355	Large contract tree work
MB Ombudsman	280	Quarterly report
Assoc of MB Municipalities	10	Jul 20 newsletter
MB Agriculture	01	Farmland Beaver Control
MB Municipal Relations	Subd	Subd 4167-17-7891 approval
MB Sustainable Development	Drain	WCW E of SE 35-2-15w
CD Early Learning Centre	360	Baby Chicks approvals
Office of Fire Commissioner	360	Holmfield Colony building permit
Bonnie Kinley	35	Reflection Park Comm thank you
Workers Compensation Bd	455	July news

## 6. Unfinished and General Business

### 6.1 Planning/ Development

#### 6.1.1 Subdivision L Robbins (resolution)

### 6.2 Policies/ Agreements/ Contracts

#### 6.2.1 EPRA contract renewal (resolution)

### 6.3 Roads/ Drains

#### 6.3.1 Reduced Speed Limit on PTH (resolution)

#### 6.3.2 WCW Application NE 24-2-16-W1

Tabled

#### 6.4 Badger Creek Park dock (resolution)

#### 6.5 Other (None)

## 7. Resolutions and Bylaws

### 7.1 Pay - Late Invoices

**Resolution No:** Jul-18-200

**Moved By:** Councillor Hildebrand

**Seconded By:** Councillor Pawich

BE IT RESOLVED Cartwright-Roblin Municipality authorize payments as follows:

Amount	Payee	Regarding
\$1,000.00	Debbie Argue	Mather mowing
\$336.60	Baltic Athletics	Recreation- soccer jerseys
\$94.50	Border Town Septic	BC Park holding tank cleanout
\$4,003.15	Brenntag Canada Inc.	Utility cements
\$446.25	Canada Post	Stamps
\$600.00	Susan Daly	R Lake mowing

\$274.61	Madison Hutchison	Recreation supplies (reimburse)
\$1,655.93	JB Agro	Weed control chemical
\$315.00	Paul Leece	Beaver dam, H Park washroom water line
\$1,973.20	MB Hydro	Monthly hydro
\$400.00	Kristy McDonald	Office janitorial
\$300.00	Allen Mikolasek	Hall janitorial
\$970.68	Bell MTS	Monthly phones
\$39.92	MEBP	Benefits
\$78.88	Petty Cash	Utility postage
\$5,990.61	Princess Auto	Mower motor, pressure washer/ steamer, tools
\$330.75	Q Collaborations	DFA - June hours
\$400.00	Cathy Thiessen	Mather Cemetery Mowing
\$1,752.48	Western Financial Group	Benefits
\$180.00	Tracy Wohlgenuth	Old Cwt & Bison Drop mowing
\$31,710.00	Cal McKay Construction	Rd 79W & 9N re-construction
\$1,618.56	Cwt Plumbing & Heating	H Park washroom rough in
\$2,500.00	Rock Lake Electric	H Park washroom electrical (advance)
\$78.30	Smith's Flowers	Memorial Spray
100,152.34	Stantec	DFA Sites 12 & 39 Engineering

Carried

## 7.2 Pay - Foundation grants

**Resolution No:** Jul-18-201

**Moved By:** Councillor Hildebrand

**Seconded By:** Councillor Daly

**WHEREAS** Cartwright-Roblin Municipality received a grant from Cartwright and Area Foundation by way of General Receipt # 180144-009;

**BE IT RESOLVED** that Cartwright-Roblin Municipality disburse funds received in the following manner:

Amount	Organization to Benefit
\$750.00	Age Friendly Council
\$500.00	Cartwright Mather Health Auxiliary
\$1,230.00	Cartwright Community Independent School
\$500.00	Cartwright School (Playground Project)
\$200.00	Cartwright-Mather Legion
\$12,000.00	Cartwright Ball Club
\$50.00	Cartwright Minor Hockey
\$2,000.00	Cartwright Town & Country Golf Club
\$483.00	Cartwright United Church
\$500.00	Cougar Sports Association
\$1,800.00	Davidson Memorial Health
\$300.00	Don Edkins (Rock Lake Nature Trail)
\$400.00	Lakeland Regional Library - Cartwright Branch
\$4,703.00	Mac Robinson Community Centre
\$500.00	Mather Rink
\$300.00	Reflection Park
\$500.00	Rock Lake United Church Camp

Carried

### 7.3 Pay Rock Lake Electric (H Park Washroom electrical)

**Resolution No:** Jul-18-202

**Moved By:** Councillor Hildebrand

**Seconded By:** Councillor Pawich

**BE IT RESOLVED** that Cartwright-Roblin Municipality Council authorize payment to Rock Lake Electric in the amount of \$2,500.00 as an advance on electrical supplies and labour to wire the new Heritage Park washroom per invoice dated July 23, 2018 and purchasing policy, as follows:

- \$2,043.09 plus applicable taxes (supplies/ trenching)
- Installation @ approximately 30 hours labour \$1,200.00
- Project to be complete on or before August 1, 2018

**BE IT FURTHER RESOLVED** that Cartwright-Roblin Municipality authorize payment to Rock Lake Electric in an amount not exceeding \$1,164.69 as the balance owing upon completion (to be approved by Councillor V Hildebrand).

Carried

### 7.4 EPRA contract

**Resolution No:** Jul-18-203

**Moved By:** Councillor Decosse

**Seconded By:** Councillor Hildebrand

**BE IT RESOLVED** that Cartwright-Roblin Municipality (CRM) Council authorizes the HOC and/ or CAO to sign an agreement on behalf of the municipality with Electronic Products Recycling Association detailing removal of electronic items and components from the local waste transfer station;

**BE IT FURTHER RESOLVED** that details are included in the agreement with an expiry date of July 31, 2021.

Carried

### 7.5 WCW Application NE 24-2-16-W1

Tabled

### 7.6 Reduced Speed Limit on PTH

**Resolution No:** Jul-18-204

**Moved By:** Councillor Pawich

**Seconded By:** Councillor Hildebrand

**WHEREAS** a Provincial Department study was requested by previous Council(s) in respect to reducing the speed limit on Provincial Highway(s) near Cartwright, MB;

**AND WHEREAS** no reduction of speed was implemented at that time;

**AND WHEREAS** the removal of the local rail line has resulted in a sharp increase in large commercial traffic on Provincial Trunk Highways #3 and #5;

**AND WHEREAS** the areas south and west of highways #3 and #5 adjacent to Cartwright, MB have experienced increased property development during the past several years;

**AND WHEREAS** the current process to request a speed limit change on a provincial highway is to submit to The Highway Traffic Board an application comprised of:

- Council resolution
- Cover letter explaining the request
- Map showing the area

**THEREFORE BE IT RESOLVED** that Cartwright-Roblin Municipality submit an application for a reduced speed zone in the area of #3 and #5 highways adjacent to Cartwright MB.

Carried

APWF McLeod participated in the In Camera session.

### 7.6.1 In Camera 1

**Resolution No:** Jul-18-205

**Moved By:** Councillor Decosse

**Seconded By:** Councillor Pawich

**RESOLVED** that pursuant to section 152(3) of the Municipal Act, Cartwright-Roblin Municipality Council adjourns the regular meeting and convenes into a Committee of the Whole to meet in camera to discuss:

X	Personnel Matters
	Preliminary discussions
	Unresolved legal matters
	Security of documents or property
	Ombudsman report
	Municipal Assistance
Time:	9.45 am

Carried

### 7.7 In Camera 2

**Resolution No:** Jul-18-206

**Moved By:** Councillor Hildebrand

**Seconded By:** Councillor Daly

**RESOLVED** that pursuant to section 152(3) of the Municipal Act, following the discussion which is to be kept confidential, the Committee of the Whole adjourn from in camera and resume the open meeting. Time: 10.35 am

Carried

APWF McLeod exited the meeting.

### 7.8 In Camera 1

**Resolution No:** Jul-18-207

**Moved By:** Councillor Pawich

**Seconded By:** Councillor Decosse

**RESOLVED** that pursuant to section 152(3) of the Municipal Act, Cartwright-Roblin Municipality Council adjourns the regular meeting and convenes into a Committee of the Whole to meet in camera to discuss:

X	Personnel matters
	Preliminary discussions
	Unresolved legal matters
	Security of documents or property
	Ombudsman report
	Municipal assistance
Time:	10.40 am

Carried

## 7.9 In Camera 2

**Resolution No:** Jul-18-208

**Moved By:** Councillor Pawich

**Seconded By:** Councillor Decosse

**RESOLVED** that pursuant to section 152(3) of the Municipal Act, following the discussion which is to be kept confidential, the Committee of the Whole adjourn from in camera and resume the open meeting. Time: 10.59 am

Carried

## 7.10 Subdivision #4167-18-7970 L Robbins

**Resolution No:** Jul-18-209

**Moved By:** Councillor Pawich

**Seconded By:** Councillor Decosse

**RESOLVED** that Council approves subdivision #4167-18-7970 L Robbins with the following conditions:

1. That a Variation Order be requested from 23 West Planning District and granted reducing the minimum site area for the residual agricultural land from 80 acres to 68.74 acres.

Carried

## 7.11 Extend meeting

**Resolution No:** Jul-18-210

**Moved By:** Councillor Hildebrand

**Seconded By:** Councillor Decosse

**WHEREAS** the hour of 12 noon has been reached and the business on the agenda of the meeting has not been completed;

**BE IT RESOLVED** that the meeting be extended for up to one full hour (until one o'clock pm) as per the Procedural By-law.

Carried

## 7.12 Committee appointments - Foundation

**Resolution No:** Jul-18-211

**Moved By:** Councillor Daly

**Seconded By:** Councillor Hildebrand

**RESOLVED** that effective immediately the following committee appointments be ratified:

Cartwright & Area Foundation Inc. (endorse 4+) c/o V. Haight

C. Schram, V Haight, V. Wallace, T. Mowbray, D. Wallace

Carried

12.21 pm Municipal Council Conflict of Interest Act Sec. 5(1) Upon declaring an interest in agenda item Resolution BC Park Dock, Councillor J Daly withdrew from the Council Chamber without further participation in the matter under discussion.

### 7.13 Pay J Daly (BC Park dock)

**Resolution No:** Jul-18-212

**Moved By:** Councillor Decosse

**Seconded By:** Councillor Pawich

**BE IT RESOLVED** that Cartwright-Roblin Municipality authorizes the purchase of a used dock from Jack Daly as follows:

- \$600.00 plus applicable taxes (if any)
- Frame and decking included
- FOB Rock Lake (as is, where is)

Carried

12.23 pm Councillor J Daly returned to the meeting

### 8. Notice of Motion

### 9. Adjourn/ Next Meeting Date

**Resolution No:** Jul-18-213

**Moved By:** Councillor Pawich

**Seconded By:** Councillor Daly

**RESOLVED** that the meeting be adjourned. Time: 12.25 pm

**Next meeting: August 14 @ 9.00 am**

Carried