

**Cartwright-Roblin Municipality**  
**(9) September 13, 2016 Regular @ 7:00 pm**  
**Council Chambers, Cartwright, Manitoba**

**Council Members Present**

Head of Council R. Lovell

Councillors J. Daly, P. Burton, B. Decosse, V. Hildebrand, B. Pawich

**Council Members Absent**

None

**Also Present**

Chief Administrative Officer C. Mullin

**Call to Order**

With a quorum present, HOC Lovell called the meeting to order. (7:00 pm)

**Agenda/ Minutes**

#Sep-16-

Daly/ Hildebrand

**RESOLVED** that the agenda be adopted as presented with the following amendments:

1. CDELC

**FURTHER BE IT RESOLVED** that the following meeting minutes are adopted: August 9, 2016.

Carried-Lovell

**Reports**

1. K. McDonald, AAO (7-7:15 pm)

- Assessment changes and supplementary tax statements
- Cheque list, late payments and CCIS container funding
- Financial statement reviewed

2. K. McLeod, APWF (7:15-7:45 pm)

- Pre-existing sewer blockage north of rink is at a dead end of line and continues to be monitored with regular Municipal Sewer Maintenance
- Rock Lake road maintenance project will be commenced once Municipal Road & Bridge grant funding is confirmed
- Extra stripping at Hyslop Pit is necessary to facilitate completion of 2016 work
- September work is confined only to maintenance due to staff availability & vacation time
- Brian Cooper approach is complete
- Soft road btw 22+23-2-13 (Mt Prospect N) requires excavation and repair
- Hire temp grader operator was tabled due to unavailable operator
- Hauling load of gravel to R.Lake (Maple street and private property) – thanks to James Daly for spreading product on both private and public properties in exchange for material on private property (no billing)
- P.Wks desktop computer repair estimate \$400.00 as a result of lightning damage
- High cost for replacement blades & clutches on Highline mower
- Wiring to fuel tanks near complete
- Excess dirt from Mather Rink tile drainage project to be used to road shoulder improvement project on mile #79 near L. Gemme yard site
- Gravel & rail rock was delivered to trail road allowance near Marchants – thanks to Marchants for spreading product
- Request received from Marchants for material to fill pothole in approach from municipal road allowance to private property near Willis Drewry property

3. CAO Mullin

Action required:

- S. Calcott requested approval for MASC to rent Council chambers for an afternoon in fall
- Requested CDO Mymko to investigate MB Hydro & Solar Manitoba as energy saving option

- Municipal shop computer
- Recycling truck option
- Dousselaere tile drainage clarification
- Municipal Waste charges include Liability Fee and Roads Fee \$1240 ea from Souris-Glenwood
- More info re: PSAB consolidated sub-orgs and audits
- Olive Harris property sale inquiries
- Animal control
- Join 23 West Planning – resolution
- Offer to purchase land – lagoon expansion
- Enabling Accessibility Fund – Heritage Park grant application (resolution)
- By-law #13 Vacant & Derelict Buildings (resolution)
- By-law #14 Unightly & Unsafe Properties (resolution)
- Argyle Intermunicipal Road maintenance agreement

Information:

- Correction of contact info sent to Allstays.com (Santa Fe, NM) re: Rock Lake Campground
- Several opportunities to explain tax notices: charges/ credits
- MMAA District 2 mtg (Baldur): September 27, 2016
- Board of Revision deadline: October 11, 2016
- Letter to new property owner re: maintenance options and development
- Slide & parts for Badger Creek Park funded by 2015 donations/ 2016 budget
- Municipal Road & Bridge grant application submitted
- Initial ad re: cardboard recycling
- PVCD seeks 'subdivision drainage plan requirements fact sheet'
- Re-printed burn permit ad per Fire Dept request
- 2017 preliminary assessment roll available for study
- AMM in memoriam – 2 entries

4. HOC Lovell

None

5. Councillor Burton

As attached

6. Councillor Daly

- Filled in for Wendell Krahn at Pembina Valley Conservation District meeting where ongoing projects were reviewed
- Tri Lake Development Group notes the McKay development project is on hold; Monument installed in memory of Jim Lockhart
- Continued review of Rock Lake provincial license (currently 1329 & under discussion for 1331 – subject to improvement of east end structure)
- Garbage & Recycling collection service and taxes at Rock Lake set in by-law #19-2016 are a concern to campground operators

7. Councillor Decosse & Pawich

In camera

8. Councillor Hildebrand

None

9. Other

- Inspector D. Young (as attached)
- MEC C. Wiebe (as attached)

**Delegations/ Petitions/ Hearings**

8:30 pm Sgt St. Pierre, RCMP  
New to community, review current coverage & programs

**Communications**

FROM	FILE	SUBJECT
WSP Canada Inc.	Vault	July invoice
MB Municipal Administrator's Assoc	#250	District 2 fall meeting (attendance approved Jan/16)
Jackie Leece	#120	Finance & Administrative services
MB Habitat Heritage Corporation	Vault	B+B Bramwell conservation agreements
Association of MB Municipalities	#10	Invitation to meet RCMP at convention
MARR Manitoba	#340	2016 MARR Forum Oct 12-13 (Wpg)
MIMR-Assessment	Vault	Assessment roll corrections for 2017
MB Municipal Administrator's Association	#250	Public Hearing workshop
Association of MB Municipalities	#10	Effective Communications workshop Oct 7 (Wpg)
Jennifer Sawatzky	#355	Road construction concerns
Shirley Gardiner	#355	Property access questions
MB Water & Wastewater Association	#455	Membership database changes
Lorna Wall	#455	Sanitation truck option
MB Municipal Administrator's Association	#250	Recycle/ Waste Reduction Forum Oct 12-13 (Wpg)
Meighen Haddad	Vault	Human Resources advice
Louise-Roblin Weed Control District	#240	Aug 12, Sep 8 minutes
MIMR-Community & Regional Planning	#8.1	Join 23 West PD
Cartwright & Dist. Early Learning Centre	#360	Follow-up report on poultry pilot project
Municipality of Louise	#360	Re-designating portion of Clearwater
Employment & Social Dev Canada	#280	Accessibility National Youth Forum
Federation of Canadian Municipalities	#10	Newsletter Aug 11, 19, 26, Sep 7, 9
MIT-Hwy Traffic Bd	Vault	Permit approved (Reimer Welding decorative rock)
Workers Compensation Board	#455	Newsletter Aug
Association of MB Municipalities	#10	Newsletter Aug 17
Rural Development Institute	#8	Business survey
Pembina Valley Conservation District	#330	June minutes
Tracy Wohlgemuth	#355	Mowing "Old Cartwright"
Hudson Bay Route Ass'n	#280	Activities & plans
MB Indigenous & Municipal Relations	#8	Infrastructure programs
Growth & Prosperity Stakeholders Group	Vault	Withdrawal accepted – no 2017 funding required
MIT-Hwy Traffic Bd	Vault	Permit application (Decosse Quarter Horses)
Association of MB Municipalities	#10	Infrastructure survey
Western Canada Wastewater Mgmt	#445	Newsletter Aug
Association of MB Municipalities	#10	2016 convention information online
Merx	#280	Training
Association of MB Municipalities	#10	Executive Committee elections at convention
Red River Basin Commission Wpg	#330	Special Event Sep 15 (Wpg)
Red River Basin Commission Wpg	#330	South Chapter mtg Sep 19 (Altona)
MB Agriculture, Food, Rural Development	#1	Economic Development workshop Nov 29-30
MB Sport, Culture, Heritage	Vault	Museum Grant approved \$1350
Red River Basin Commission	#330	Fundraiser dinner Oct 5 (Morris)
MB Water & Wastewater	#445	Fall workshops

**Unfinished & General Business**

None

**Resolutions & By-Laws**

#Sep-16- Daly/ Burton  
**RESOLVED** that Council approves permits as follows:

- #32-16 Mark Bourns
- #31-16 David Kinley KM Construction
- #30-16 Willow Creek
- #29-16 Willow Creek
- #28-16 Rod Barkman KM Construction
- #27-16 Carter & Janelle Martin Penner Bldrs RTM#410
- #26-16 Scott Lees Ryan Pogson Construction
- #25-26 Wendell Krahn Development Permit

Carried-Lovell

#Sep-16- Daly/ Burton  
**RESOLVED** that Cartwright-Roblin Municipality Council enters into an agreement with Rural Municipality of Argyle respecting road and bridge/ culvert maintenance on intermunicipal roads between Argyle and Cartwright-Roblin;  
**FURTHER BE IT RESOLVED** that the details are as set out in agreement signed by both municipalities

Carried-Lovell

#Sep-16- Pawich/ Daly  
**WHEREAS** Cartwright-Roblin Municipality Council has identified Heritage Park improvement works eligible under the Enabling Accessibility Fund at a total estimated cost of \$25,000.00  
**THEREFORE BE IT RESOLVED** that Council authorizes the application for grant funding and commits to include \$10,000.00 (40% of the project cost) in the 2017 Annual Financial Plan toward the project.

Carried-Lovell

#Sep-16- Decosse/ Pawich  
**WHEREAS** Cartwright-Roblin Municipality Council has reviewed details of a Conservation Easement Agreement between Manitoba Habitat Heritage Corporation and William David and Barbara Elizabeth Bramwell for the following properties:

1. NE ½ 21-2-14 WPM
2. W ½ 21-2-14 WPM
3. NW ¼ 16-2-14 WPM

**THEREFORE BE IT RESOLVED** and noted that Cartwright-Roblin Municipality Council has no concerns with the conservation agreement.

Carried-Lovell

#Sep-16- Hildebrand/ Decosse  
**RESOLVED** that pursuant to section 152(3) of the Municipal Act, Council adjourns the regular meeting and convenes into a Committee of the Whole to meet in camera to discuss:

- |   |  |
|---|--|
| <input type="checkbox"/> Personnel Matters                  | <input type="checkbox"/> Security of documents or property |
| <input checked="" type="checkbox"/> Preliminary discussions | <input type="checkbox"/> Ombudsman report                  |
| <input type="checkbox"/> Unresolved legal matters           | <input type="checkbox"/> Municipal Assistance              |

Time: 10:40 pm Carried-Lovell

#Sep-16- Decosse/ Pawich  
**RESOLVED** that the Committee of the Whole adjourn from in camera and resume the open meeting.

Time: 11:00 pm Carried-Lovell

#Sep-16- Decosse/ Hildebrand

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

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Personnel Matters | <input type="checkbox"/> Security of documents or property |
| <input type="checkbox"/> Preliminary discussions      | <input type="checkbox"/> Ombudsman report                  |
| <input type="checkbox"/> Unresolved legal matters     | <input type="checkbox"/> Municipal Assistance              |

11:30 pm Carried-Lovell

#Sep-16- Pawich/ Hildebrand

**RESOLVED** that the Committee of the Whole adjourn from in camera and resume the open meeting.

Time: 11:40 pm Carried-Lovell

#Sep-16- Pawich/ Decosse

**RESOLVED** that Cartwright-Roblin Council give first reading to by-law #13-2016 to regulate vacant and derelict buildings.

Carried-Lovell

#Sep-16- Pawich/ Decosse

**RESOLVED** that Cartwright-Roblin Council give first reading to by-law #14-2016 to regulate unsightly and unsafe properties.

Carried-Lovell

**Notice of Motion**

None

**Adjournment**

#Sep-15- Decosse/Hildebrand

**RESOLVED** that the meeting be adjourned. (11:50 pm)

**Next Meeting(s)**

September 29 @ 7:00 pm

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Rod Lovell, Head of Council

Colleen Mullin, Chief Administrative Officer

CARTWRIGHT ROBLIN MUNICIPALITY - COUNCILLOR REPORT – 13 SEPTEMBER 2016

Roblin-Cartwright CDC

CDC are continuing to pursue relocating/reinstating the Rock Lake Beach sign.  
Lories Hairstyling to be the next business profile in the Review along with a Ponderosa Days review.  
In With The Old concert at Mather made a small financial loss.  
Refund of Health and Dental premiums are to be made reflective of contributions to EDO  
EDO to research potential use of Tourism Development Fund grant (C Cullen) re Rock Lake Nature Trail.  
Loan to the Mather Rink Board was approved and all other loans are current.  
Mather reported sidewalk project is complete and that the Highways group who camped north of the LUD were of no nuisance.  
School report – numbers holding steady with 7 kids welcomed to Kindergarten.

Senior Services and Handivan

Year end financial package sent to Prairie Mountain Health  
Donation made to Mather Fall Festival from Mather Ladies  
Ponderosa Days fundraiser raised \$172.98 but with many supplies left over for Mather Festival  
Confirmation of permanent employment of Resource Coordinator.  
Resource Coordinator continuing to pursue activities for seniors and completion of handivan driving licence

Mather Rink

Drainage tile project complete but 'end' drain is not to highways ditch but to pit on west side of highway. Un-reuseable surface material to be taken away by CRM. Painting in kitchen area nearly complete. M Lees has resigned from the Board and A Harms is now Vice President. Loan for \$5,000, annual repayments, 5 year loan has been accepted from the CDC.  
Steak fry fundraiser at Mather Fall Festival arrangement were finalized.  
No definite decision as to the installation of ice in 2016/17 has been made.

Library

Carpet fitting proposed for week commencing 19 September 2016.

**Carol Wiebe****MEC Timesheet for July & August 2016**

Jul 4 2016	went back to the Cartwright Hall to check on the expiry dates of the batteries in the emergency supply kits, then went back to the office to update the inventory lists and print them, took these lists back to the hall and placed them into the small emergency tub in the kitchen and the crate of emergency supplies; went to Mather to check the expiry dates of the batteries in the emergency supply tubs, entered these dates on the inventory and placed them into the tubs	2.25
Jul 6	thought I had missed something in both of the tubs of emergency Supplies in Mather Hall, so went back to the hall to take another look – sure enough a new pkg of batteries purchased in Dec 2015 was missing – this isn't the first time some batteries have been missing from this tub, also checked the posters in the large tub to confirm the number of posters; revised the inventories again; also updated the Mather Tornado Safe Spots list	0.5
Jul 7	printed revised copies of several updated pages, was able to place some of these copies where they should be	0.5
Jul 8	did a final update to the emergency supplies inventory lists; updated the Early Notification Phone Tree and then sent both documents to members of the Social Services team; also sent a copy of the Mather Tornado Safe Spots to Penny for her information	1.0
Jul 28 -30	after being notified of the date for the SWRLRA meeting, I tried many times to call Janet Humes re: a suggestion for my role in the meeting, but was unable to reach her; was called on Saturday morning to notify me that my presence at the meeting was not necessary this time because it would be an abbreviated meeting – was also told that I would receive an email with the new board members' names and contact info	0.25
Aug 3	activated the Early Notification Phone Tree after Environment Canada issued a tornado warning for Cartwright-Roblin Municipality and again when the warning was lifted; there was some confusion re: which phone list should be used	0.5
Aug 9	called Colleen re: her feedback on the Early Notification calls regarding last week's tornado warning; since there was confusion during the call out last week re: tornado warning, I wrote out a clarification of the purpose and usage of the two separate phone lists we have i.e. Early Notification Phone Tree and the Emergency Recall Phone List; sent the messages of clarification to Colleen for review; revised these messages several times and also revised the phone lists themselves to reflect the changes; sent emails with the messages and revised lists out to those on the lists on Aug 15	5.25
	Total	10.25

## Planning & Development Report to Cartwright-Roblin Municipality

September 13, 2016

This report period covers the period of July and August 2016.

During this month there were no major issues that have come up. This has been a busy month with travelling for site inspections, etc. Currently I have started on about 6-7 new files for projects in the area. The largest one at this time is at Willowcreek Colony. This involves the building of a new foundation to move an existing tri-plex. After this has been done the intentions are to construct yet another tri or four plex on site. Other projects in the region include a few renovation/additions to existing structures.

I have spent a lot of time with some of the contractors on plan reviews/code updates and answering general questions that have come up. This will be a bit of an adjustment period for them but everything seems to be going well. I have not had much in negative feedback to this time. I have also been busy around Rock Lake, checking on projects and answering public enquiries about permits.

I have also included a sheet on these permits that I with at this time. This is to give an idea of some of the activity but does not include the active permits that were already started.

I will be attending a training seminar in Winnipeg during the week of Sept. 19. This may become the routine for the Fall of 2016, on a monthly basis, as it seems I may be able to get the remainder of my courses done by February 2017.

Any questions/concerns please call, text or email

Dwight Young

Building Inspector / Development Officer



Rm of Cartwright-Roblin  
 Box 9  
 Cartwright, Mb. ROK OLO

*Cartwright-Roblin receipt-permit*

23 West Planning District 1 of 1

Date	Receipt	Permit #	Permit type	R.M. Roll#	Work Site Address: Civic & Legal	Owner: address & Phone #	Permit Cost	Estimated value of work	NOTES	
8-1	n/a	25-16	Development	51550	SW 11-1-14	Wendell Krahn Box 86 Mather, Mb. 1-204-825-7198 cell	n/a	\$80,000.00	install 2 20,000 bushell grain bins	
8-11		26-16	Building Plumbing	18200	SE 7-2-13	Scott Lees Box 58 Mather, Mb. 1-204-529-2025		\$330,000.00	building a new house	
8-11	160036-029	27-16	Building Plumbing	n/a	Penner Builders SW 19-1-14 RTM # 410	Carter & Janelle Martin Willow Ranch, SK.		\$190,500.00	RTM to be moved out	
8-18		28-16	Building Plumbing		SW 12-2-15W	Rod & Lonetia Barkman  204-529-2608		\$180,000.00	addition with basement to house and an attached car garage	
8-18		29-16	Building		NW 17-1-15	Timothy Hofer Willowcreek Colony 1-204-529-2178		\$6,000.00	move a mobile home to new location on colony	
9-6		31-16	Building Plumbing	79650	NW 7-2-14	David Kinley Box 161 Cartwright, Mb. 204-523-4974 cell		\$150,000.00	build addition of garage and veranda renovate kitchen and replace windows	
							<b>Permit/Receipt Income:</b>	\$0.00	<b>\$936,500.00 : Estimated Project Values</b>	
							<b>YTD -----&gt;</b>		<b>YTD -----&gt;</b>	<b>\$936,500.00</b>