



Cartwright-Roblin Municipality

Meeting Minutes

September 25, 2018 - Regular - 9.00 am

Council Members Present

Head of Council R Lovell (Arrived 9.05 am)
Councillors: B Decosse, V Hildebrand, B Pawich

Council Members Absent

J Daly

Also Present

Chief Administrative Officer C Mullin

1. CALL TO ORDER

With a quorum of Council present (both HOC Lovell and DHOC Daly absent or late) Councillor Decosse called the meeting to order. (9.03 am)

2. ADOPT AGENDA/ CONFIRM MINUTES

Resolution No: Sep-18-251

Moved By: Councillor Hildebrand

Seconded By: Councillor Pawich

BE IT RESOLVED THAT the agenda be adopted as presented with the following amendments:

1. Border Services
2. Audit

FURTHER BE IT RESOLVED THAT meeting minutes are adopted as circulated/ amended: September 11, 2018.

Carried

3. REPORTS

HOC Lovell joined the meeting and assumed the chair. (9.06 am)

3.1 APWF McLeod (Sep 20)

- 3.1.1 Middle Town Ventures complete road side spraying this week (Sept 20, 2018)
- 3.1.2 Repromap civic addressing
- 3.1.3 Water / waste water update (ph and lagoon)
- 3.1.4 Stump grinding later this fall
- 3.1.5 Seasonal staff done end of month (sooner with time off)
- 3.1.6 Drainage
 - R. Bourns ditch cleanout
 - Sustainable Development recommendations re: NE 6-1-13W and 11/12-2-15W
- 3.1.7 Project updates
 - Brogden Rd gravel to complete
 - Stan Enns Rd gravel & ditch landscape to complete

- 79w complete
- Washrooms @ Waldie Field/ Heritage Park to be drained/ closed/ locked
- Valves / hydrants scheduled for Oct 5
- Boat Launch / culvert later in fall
- B.C. Park stockpile stones started
- DeKoninck/ Ramsden Valley DFA repairs stalled due to weather
- Roadside mowing half done
- Fall gravel hills
- Stone stockpile cleared from NW 5-2-14W

3.2 Office Asst Vincent (Sep 21)

AR/ AP up to [Sept 21]:

- 3.2.1 - External invoicing (customer eq rates/ bulk water/ other) **\$1,994.25**
- 3.2.2 - Internal invoicing (eq rates for roads/ streets, sanitation, parks, cemeteries, facilities, shop, office, Cwt+Mather utilities) **\$ not yet complete**
- 3.2.4 - AP Aggregate **\$9,280 (clay), \$1,386 (gravel)**
- 3.2.5 - Overdue Accounts to collect with taxes **\$ n/a**

3.3 AAO McDonald (Sep 21)

3.3.1 Late Payments

Resolution No: Sep-18-252

Moved By: Councillor Pawich

Seconded By: Councillor Hildebrand

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

| Amount | Payee | Regarding |
|--------------|-------------------------|-----------------------------|
| \$1000.00 | Debbie Argue | September Mather Mowing |
| \$600.00 | Susan Daly | September Rock Lake Mowing |
| \$1580.35 | Manitoba Hydro | Hydro |
| \$400.00 | Kristy McDonald | Office Janitorial |
| \$300.00 | Allen Mikolasek | Hall Janitorial |
| \$54,448.28 | Mile 13 Construction | Mile 87, 81 Reconstruction |
| \$475.00 | Minister of Finance | Subdivision Application |
| \$982.07 | Bell MTS | Phones |
| \$400.00 | Cathy Thiessen | Mather Cemetery Mowing |
| \$1,752.48 | Western Financial Group | Benefits |
| \$180.00 | Tracy Wohlgemuth | Bison Drop, Old Cwt Mowing |
| \$1,200.00 | Jeannine Enns | August, September SEO |
| \$48.84 | Manitoba Hydro | Hydro |
| \$37,650.71 | Stantec | DFA Site 12, 39 Remediation |
| \$2,111.96 | The Iron Rail | Fuel |
| \$8044.19 | Joe Johnson Equipment | Sewer Camera Repair |
| \$128,902.20 | Cal McKay Construction | DFA Site#12 Progress #1 |
| \$240,076.08 | | |

Carried

3.4 CAO Mullin (Sep 20)

Resolution No: .

- 3.41 P. Wks related
- DFA expedited claims
- 3.42 Attended

- MMAA Dist mtg Sep 21/18 (Brandon)
- >Considering realigning MMAA district boundaries
- >Reviewing salary schedule and inviting AMM to participate
- >Employee Assistance Program available at a cost for all employees and Fire Dept, etc.
- >Pension fund is well-managed under Coughlin & Assoc.
- >J Masi AMM review: election coverage, convention, financials
- >Asset Mgmt training underway
- >Provincial changes to education tax credit program impacts municipal taxpayers
- >W Wolfe MB Mun Relations review: Provincial Dept personnel changes, MRBP lobby efforts, Investing in Canada infrastructure fund, Municipal Act review & changes, Bill 6 increases Council/ Staff remuneration reporting threshold, Bill 35 changes education tax credit program and will impact many taxpayers, Bill C44 removes 1/3 tax-free allowance from elected officials remuneration, tendering/ procurement requires Merx advertising and CANNOT provide for local preference in any way, elected officials training opportunities, several 2017 audits are outstanding, PSAB now requires disclosure of Council and management spousal information (for Conflict of Int), 2022 is the final year for differential mill rates, 2020 reassessment impact reports to Councils next year, Asset Mgmt implementation, Council Code of Conduct under review, Safe & Respectful Workplace under review
- >D Draper Workplace, Safety & Health: municipal obligations
- >Ombudsman: Whistle Blower legislation
- >District 2 discussion: interest in regional Municipal Emergency Coordinators

3.43 General

- McKibbin street and lanes closing
- E911 agreement renewal
- Subdivision 15-57032 application submitted
- Council orientation **Tabled**
- Audit

3.44 Staff

- HR **Tabled**

3.5 HOC Lovell - Tabled

3.6 Councillor Daly - Absent

3.7 Councillor Decosse

- Reduced Border Services has a negative impact locally
(**CAO NOTE: CRM and CDC are working together to encourage resolution of issues and see the border re-opened.)

3.8 Councillor Hildebrand - Tabled

3.9 Councillor Pawich - Tabled

4. DELEGATIONS/ PETITIONS/ HEARINGS

9.30 am Garry Smith, Commissionaires By-law Enforcement

G Smith met at the invitation of Council to review by-law enforcement services available to the municipality in the areas of animal control, derelict properties and vehicles, etc.

5. COMMUNICATIONS

| FROM | FILE | SUBJECT |
|--------------------------|-------|--|
| FOR ACTION: | | |
| MB Municipal Relations | Subd | 4167-18-8000 SE 25-2-14W (Thompson) |
| MB Sustainable Dev | 10. | Conservation Dist boundary mtg Oct 2 (Manitou) |
| MB Munic Administrators | 250 | MRBP funding |
| Way 2 Go Consulting | Vault | Asset Mgmt workshop Sep 26 (Baldur) |
| Way 2 Go Consulting | 75 | Council orientation |
| Merx | 280 | Municipal procurement posting required on Merx |
| MB Municipal Relations | Subd | 4167-18-7982 NW 12-3-13W (McKay) |
| FOR INFORMATION: | | |
| Infrastructure Solutions | 355 | Gravel Road Mgmt webinar Sep 19 |

| | | |
|-------------------------|-----|---|
| Assoc MB Municipalities | 10 | Elections @ annual convention Nov 26-28 (Wpg) |
| Assoc MB Municipalities | 10 | Sep 20 news |
| All-Net | 65 | Thank you for joining |
| PV Conservation Dist | 330 | Watershed Mgmt Plan |

6. UNFINISHED/ GENERAL BUSINESS

6.1 Planning & Development

6.1.1 Subdivision Pt 25-1-14W

Resolution No: Sep-18-253

Moved By: Councillor Decosse

Seconded By: Councillor Hildebrand

BE IT RESOLVED THAT Council approves subdivision #4167-18-8000 Pt 25-1-14W (T Thompson) without conditions.

Carried

6.1.2 Subdivision NW 12 & NE 11-3-13W

Tabled

6.2 Policies & By-laws

6.2.1 #33-2018 Remuneration Rates

Resolution No: Sep-18-254

Moved By: Councillor Pawich

Seconded By: Councillor Decosse

BE IT RESOLVED THAT third reading be given to by-law #33-2018 being a by-law to establish remuneration rates.

Carried

6.3 Roads & Drains

6.3.1 WC Colony

Resolution No: Sep-18-255

Moved By: Councillor Decosse

Seconded By: Councillor Hildebrand

WHEREAS NextGen prepared and submitted application on behalf of Willow Creek Colony to MB Sustainable Development for water control works licenses pertaining to *existing constructed drains* on various lands and which drains discharge into or across municipal right of way lands or through municipal bridge/ culvert infrastructure;

AND WHEREAS Cartwright-Roblin Municipality Council has been apprised of the details in writing and in person by Jodie Arbuckle (NextGen) and has consulted in person with Tim Speers (MB Sustainable Development);

BE IT RESOLVED THAT Cartwright-Roblin Municipality Council hereby authorizes the HOC and/ or CAO to sign Landowner Consent Forms and/ or provide written consent on behalf of the municipality in respect to the applications for **existing surface drains** as follows:

1. SW 8-1-15W - Constructed Drains (no tile drainage & no maintenance of existing natural drains or watershed drains planned):

- Acknowledge application to license constructed drains (700' and 1100') outletting to drain no. 0023690;

- Both drains and the 1-mile downstream remain on applicant property; and

- Consent to acknowledge the project - no concerns; and
- Applicant indemnifies and saves harmless the municipality from and against all claims arising from the operation and maintenance of the drainage infrastructure; and
- Applicant releases the municipality from any and all liability for damage to the drainage infrastructure or related property by reason of any work carried out on the road allowance by the municipality, its servants or agents in all cases any future adjustments or relocations of tile drainage infrastructure due to road and drainage upgrading will be the responsibility of the application; and
- Applicant conveys the above responsibilities to any and all new landowner(s), in the event of private property ownership change.

Carried

6.3.2 2017 DFA - DeKoninck Valley

Resolution No: Sep-18-256

Moved By: Councillor Pawich

Seconded By: Councillor Decosse

WHEREAS Cartwright-Roblin Municipality suffered extensive damage to site 12 (DeKoninck Valley) as a result of the 2017 Spring Flood event and Manitoba Emergency Measures Organization has determined that the site is an eligible site under the Disaster Financial Assistance Program and has approved overall funding including Engineering Contract Administration for the sum of \$494,650.00; **AND WHEREAS** Cartwright Roblin Municipality has hired The Works Management Group (2017 Disaster Remediation Program Manager) and Stantec Consulting Ltd. (Engineering Firm) to oversee the remediation at site 12;

BE IT RESOLVED THAT that the remediation work for site 12 (DeKoninck Valley) be completed in accordance with the submitted hourly rates and material unit prices as submitted under Cal McKay Construction to an upset limit of \$404,650.00;

FURTHER BE IT RESOLVED THAT the remediation costs be included in the disaster financial assistance claim being submitted to Manitoba Emergency Measures Organization program for reimbursement.

Carried

6.4 Other

6.4.1 East End R Lake sanitation volunteer

Resolution No: Sep-18-257

Moved By: Councillor Pawich

Seconded By: Councillor Hildebrand

BE IT RESOLVED THAT payment be authorized to Roblin-Cartwright CDC in the amount of \$200.00 for purchase of Community Bucks as a thank you gift to Ross Ballentine for many years of volunteer park maintenance service to the public boat launch area.

Carried

6.4.2 Audited Financial Statements

Resolution No: Sep-18-258

Moved By: Councillor Hildebrand

Seconded By: Councillor Pawich

WHEREAS KWB Chartered Accountants Inc. provided draft, consolidated, PSAB-compliant audited financial statements representing the fiscal year ending December 31, 2016 for Cartwright-Roblin Municipality;

BE IT RESOLVED THAT Cartwright-Roblin Municipality accepts the audited statements as tabled by the Head of Council and instructs the Chief Administrative Officer to give public notice that the reports are available to the public.

| | |
|--|---------|
| | Carried |
| 6.4.3 Appoint Auditor | |
| | Tabled |
| 6.4.4 Election Officer Remuneration Rates | |
| | Tabled |
| 6.4.5 Admin-Rec Officer | |
| | Tabled |
| 6.4.6 Municipal Road & Bridge Program | |
| | Tabled |
| 6.4.7 Pay T Mtn Regimental Ball Donation | |
| | Tabled |
| 6.4.8 Pay AMM (Asset Mgmt workshop) | |
| | Tabled |
| 6.4.9 Pay Way 2 Go (Council Orientation) | |
| | Tabled |

7. NOTICE OF MOTION

- None

8. ADJOURN/ NEXT MEETING DATE

Resolution No: Sep-18-259

Moved By: Councillor Pawich

Seconded By: Councillor Decosse

BE IT RESOLVED THAT the meeting be adjourned. (12.00 noon)

Next meeting date: October 1 @ 7.00 pm (Special) and 9 @ 9.00 am (Regular)

Carried

R Lovell, Head of Council

Colleen Mullin, Chief Administrative Officer

Attachments