

Delegations/ Petitions/ Hearings

7:30 pm Ross Webster, WSP (Cwt lagoon environmental act proposal options)

- Cartwright lagoon is currently operated under a 1962 Provincial Sanitary Control Commission license and was built with 196 days' capacity for 870 users
- An upgraded Environment Act Proposal and license are now required with 227 days' capacity
- Geo technical research suggests that the lagoon is not built to today's requirements
- WSP Engineers will complete and submit a proposal to Water Stewardship-Conservation for a new license which will incorporate upgrades to the lagoon within the next 3 years
- Federal & Provincial funding will be sought and the project is not to burden the rural area or Mather

Communications

FROM	FILE	SUBJECT
Association of MB Municipalities	#10	Elected Officials database for direct contact
Kidsport	#280	Please donate funding
STARS	#280	Thank you for donating
WSP Group	Vault	Cartwright lagoon EAP study
Stantec	DFA	Release holdback payment
MB Conservation & Water Stewardship	#120	Confirmation of WT2 exam June 17
TAXervice	Vault	2015/16 tax sale report
MB Municipal Government – Planning	Subd	Cert of approval subd#4167-15-7430 (Pogson)
MB Infrastructure & Transportation	#7.1	Highway Traffic permit issued to A & H Klassen
MB Municipal Government	Vault	2013 MRIP extension to March 2017

Unfinished & General Business

None

Resolutions & By-Laws

#Mar-16-60 Hildebrand/Decosse

RESOLVED that Council authorize payments as follows:

\$ 300.00	Boundary Trail Heritage Region	Donation toward operations
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Carried-Lovell

#Mar-16-61 Pawich/Decosse

WHEREAS Council entered into an agreement with WSP Group to carry out an Environmental Act Proposal (EAP) respecting Cartwright wastewater lagoon;

AND WHEREAS additional work beyond the scope of the original project is required in order to meet the needs of the Provincial government department;

THEREFORE BE IT RESOLVED that Council hereby extends the original agreement by \$5000.00 additional funding to carry out certain aspects and studies not included in the original proposal for service.

Carried-Lovell

#Mar-16-62 Decosse/Hildebrand

WHEREAS the Quantum Murray LP carried out specific road & waterway construction works under the supervision of Stantec Consulting Inc;

AND WHEREAS all works are complete and most subsequent contractors and services paid;

AND WHEREAS Stantec Consulting Inc recommends release and payment of the holdback due to Quantum Murray upon having fulfilled all duties and obligations of the contract;

THEREFORE BE IT RESOLVED that Council authorizes payment to Quantum Murray LP in the amount of \$37,721.76 (including GST) on the confirmation and condition that all subsequent contractors and services are paid.

Carried-Lovell

#Mar-16-63

Burton/Decosse

WHEREAS RPC Ryan Pogson Construction submitted an estimate of building maintenance and associated costs to repair Mather Hall (replace interior door, install roof ventilation);

THEREFORE BE IT RESOLVED that Cartwright-Roblin Municipality Council accepts the estimate and authorizes payment upon approved completion in the estimated amount of \$985.86 (including GST).
Carried-Lovell

#Mar-16-64

Burton/Hildebrand

RESOLVED that Cartwright-Roblin Municipality council approve the following policy:

Policy Name

General Holidays and Holiday Pay

Purpose

To define general holidays/ holiday pay subject to the Employment Standards Code and Municipal additions

Definitions

- **“Day Off”** in relation to a general holiday, means
 - (a) The day of the holiday, if the holiday falls on a day that would normally be a workday for the employee and the employee does not work that day; or
 - (b) Another day that the employee is given off subject to the Employment Standards Code;
- **“Eligible Employee”** means an employee who is eligible for holiday pay subject the Employment Standards Code;
- **“Employee”** means a person who works in the Administrative or Public Works Departments
- **“Employer”** means the Council and Councillors of the “Cartwright-Roblin Municipality”;
- **“General Holiday”** means any of the days defined in the Employment Standards Code plus others added by Council including:
 - New Year's Day (per Employment Standards Code)
 - Louis Riel Day (per Employment Standards Code)
 - Good Friday (per Employment Standards Code)
 - Easter Monday (per Municipal policy)
 - Victoria Day (per Employment Standards Code)
 - Canada Day (per Employment Standards Code)
 - Civic Holiday; (per Municipal policy)
 - Labour Day (per Employment Standards Code)
 - Thanksgiving Day (per Employment Standards Code)
 - Remembrance Day; (per Municipal policy)
 - Christmas Day (per Employment Standards Code)
 - Boxing Day (per Municipal policy)
 - any other day designated by Provincial regulation as a general holiday;
- **“Holiday pay”** means the wage payable by an employer to an eligible employee for a general holiday or for a day off in relation to a general holiday.

Policy

General Holidays

General Holidays are given in addition to an employee's annual vacation.

An employee is eligible for holiday pay in relation to a general holiday unless

- (a) The employee is absent on his or her first scheduled workday before or after the holiday without the employer's consent; or
- (b) The holiday falls on a day that would normally be a workday for the employee, and the employee
 - (i) is required or scheduled to work on the holiday, and
 - (ii) is absent on that day without the employer's consent.

Employer's Consent to Employee's Absence

An employer is deemed to have consented to the absence of an employee if the employee is absent on a leave to which he or she is entitled or which he or she has been given by the employer; or because he or she is ill.

Holiday Pay for Day Off

An eligible employee is entitled to holiday pay for a day off in relation to a general holiday.

Holiday During Vacation or Day of Rest

When a day designated as a general holiday coincides with an employee's day of rest, or during the employee's annual vacation, the employer shall grant the holiday with pay on:

- A working day preceding or following the day of rest, or
- The day following the employee's annual vacation, or
- Within 40 days of the general holiday unless otherwise agreed upon by the employee and employer.

General Holiday Pay

An eligible employee's holiday pay in relation to a general holiday is equal to their wage for regular hours of work on a normal workday in the pay period

- (a) in which the employee receives a day off in relation to the holiday; or
- (b) in which the holiday occurs, if the employee does not receive a day off.

Employee works on general holiday

An employee who works on a general holiday is entitled to be paid for the hours worked, at the overtime wage rate and holiday pay for that day unless another day is taken off in lieu of the general holiday. (regular wage x 2½)

Non-Monetary Bonus

In addition to Christmas Day, Boxing Day and New Year's Day and subject to work load, Council authorizes the CAO to close the Administrative and Public Works work places and allow employees to leave work at noon on Christmas Eve and New Year's Eve as a non-monetary bonus without loss of pay, accumulated vacation or accumulated extra hours. The CAO will ensure these hours are recorded on each employee's time sheets.

Carried-Lovell

#Mar-16-65

Decosse/Burton

WHEREAS Cartwright-Roblin Municipality Council received written notice of resignation from Admin-Rec Clerk Oksana Lazarenko on March 14, 2016 with last day worked April 15, 2016;

THEREFORE BE IT RESOLVED that Cartwright-Roblin Municipality Council accepts the written notice of resignation received from Oksana Lazarenko with last day worked April 15, 2016.

Carried-Lovell

#Mar-16-66

Pawich/Burton

RESOLVED that Council give first reading to by-law #17-2016 setting Cartwright water and sewer rates.

Carried-Lovell

Notice of Motion

None

Adjournment

#Mar-16-67

Burton/Pawich

RESOLVED that the meeting be adjourned (10:20)

Carried-Lovell

Next Meeting(s)

March 29 @ 7:00 pm (Budget)

April 11 @ 7:00 pm (Regular)

April 12 (MRC in Bdn)

April 13-14 (MOS in Bdn)

April 18 @ 7:00 pm (Regular)

April 21 @ 7:00 pm (Special Services public hearing)

Rod Lovell, Head of Council

Colleen Mullin, Chief Administrative Officer

CARTWRIGHT ROBLIN MUNICIPALITY - COUNCILLOR REPORT – MARCH # 2 2016

Emergency preparedness

Carol proposing to do a trial run of the telephone tree workings on 21 March 2016

SSCMR – Board are commencing the process of recruitment following notification from Resource Coordinator Lynn Froese and her desire to retire. SSCMR have agreed to host the hot dog luncheon on Saturday of Ponderosa Days. Mather Ladies are hosting a Mother's Day luncheon @ Mather on 7 May with funds to SCCR. SSCMR approved Easter Monday as a holiday for the Resource Coordinator. New tires are going to be needed in the near future for the Handivan.

Golf Club – proposals to open the course (weather dependent) on 1 May 2016. Financials in Nov 2015 showed an outstanding loan for equipment at \$13,000 approx. and \$2,500 still owed on a green mower. It is anticipated another 18 – 24 months and these should be paid off. Proposals to move the shed by # 2 and replace with a smaller ground mounted one. Board are welcoming of new members and executive starting the staff hiring process for the 2016 season.

Mather Hall – budget set and forwarded to Colleen. 2016 large budget item is 100 more chairs. A fan is to be replaced in the loft area (wired burned out) and R Pogson preparing a quote for installation of air circulation system for the main hall. It has also been suggested (by R Pogson) that the door on the north side of the steps that leads to the loft space be replaced with an 'outside style door' to seal better. Secretary Treasurer Carolyn McLeod request to relinquish duties and Angela McLeod has accepted the position. Fundraising steak fry slated for 23 April 2016.

DRAFT