

Cartwright-Roblin Municipality
(7) July 12, 2016 Regular @ 6:30 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. (pm)

Agenda/ Minutes

#Jul-16-170 Decosse/ Pawich

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

None

Carried-Lovell

Reports

1. P. Burton, Councillor (6:30-7 pm)

- Council was apprised of details of anticipated required maintenance work for Mather Rink are being investigated with several options under exploration beginning with landscaping work discussed at a previous council meeting.
- Additional report items as attached

2. AAO McDonald (7-7:15 pm)

- Cheque list reviewed
- Financial statement reviewed
- Foundation grants, beverage containers grant and Tax deductible receipts reviewed

3. K. McLeod, APWF (7:15-8:05 pm)

- Rain is impacting progress of roadwork
- Gravel program is complete but subject to those areas which show up now
- Waste transfer site is getting better organized with shingles shipped out. Hydro to connect depot, panel has to be changed to meet code. Baler is being run by generator until hydro inspection is complete. Port-a-potty or bathroom needs to be installed.
- Road dust control to be applied in next week
- Sidewalk near T. Olfrey home needs repairs (McRoof)
- Road between Lakes Lorne & Louise needs more permanent repair in low level crossing
- Small summer projects list keeps growing due to rains; hope to hire contractor for some tasks and postpone others to 2017 (contract McKay to do 3 culvert jobs)
- There is a new washout on Anderson Slide (east end) due to recent rains
- It was identified by a Killarney-T.Mtn landowner that an unauthorized dumping ground has been created in the NW corner of the municipality – further investigation is required
- Asphalt pothole patching needs to be done soon
- Summer staff are unable to keep up with all mowing and weed/ grass trimming due to rain; K.McLeod will contact a couple more students for temporary service as public works staff.
- Tree trimming on Rock Lake road was already done
- Commodity rates/ prices paid and charged were reviewed

Delegations/ Petitions/ Hearings

8:05-9 pm Laura Lee Harms & Sandy Yake, Mather Rink

Mather Rink Board has been using the arena during spring 2016 as a horseback riding venue (user fee \$50/year or \$5/ day) but has been stalled due to heavy rains. Public safety is a concern due to rainwater seeping into the arena floor. Efforts have been taken to research options to alleviate groundwater seepage in hopes of achieving a dry sand floor for safe human and equine use. Further investigation of options and related costs is necessary.

Reports (continued)

4. C. Mullin, CAO (9-10.15)

Need input:

- Janitorial contract recommendation was reviewed (see resolutions)
- Health & Dental Program refund was discussed
- By-laws #13+14 shared with LUD – further distribution to public will take place (no comments from previous ad)
- A request or two has come for Cartwright-Roblin souvenirs and old Cartwright & Roblin items are being provided at this time
- 23 West Planning:
 - Need to review their by-laws before winter
 - LR Weed levy is on hold due to reduction in service – further discussion required
- Growth & Prosperity Stakeholders Group Inc. was discussed (see resolutions)
- CRM radios & fire channel will remain in place on municipal office and public works equipment
- M. Cameron will commence municipal fire inspections in fall
- Rock Lake:
 - Follow-up gravel pad placement – perhaps the whole length of street should be widened to accommodate local parking (perhaps this could be reviewed at the Rock Lake annual meeting)
 - 2013 agreement re: camping, mowing, boat fees details & amounts was discussed and tabled (Hydro service funded by Daly's on baseball area was approved by Council resolution Sept 2003)
- Roadside spray contract is deemed appropriate to cover municipal-only services following resignation of K. Shewfelt from Louise Roblin Weed Control District (temporary coverage) services.

Information:

- Rural research survey opportunity
- Office air installed & functioning well (McRoof started on finish-work)
- Green Team summer employment program meetings Tues July 12th
- Ombudsman survey completed and submitted
- Status of financial plan & tax statements
- Vacation/OT booked off:
 - Aitken, Jim Aug 2-5, 8-12
 - Barber, Stan Aug 22-26
 - Martens, Tyson Aug 15-19, 22-26
 - McDonald, Kristy Jul 29, Aug 12, 18, 19, Sep 2
 - McLeod, Kevin Jul 14-15, Aug 29-31, Sep 1-4
 - Mullin, Colleen Jul 4, 13-18, 22, Aug 22-26, 29-31, Sep 1-2
 - Vincent, Terry Sep 12-16, 19-23

5. J. Daly, Councillor

None

6. B. Pawich, Councillor

- Grader operator training course was very interesting and beneficial to staff
- Cartwright Roblin Recreation could not meet as they did not have a quorum of members present

7. B. Decosse, Councillors

- Withdraw from Growth & Prosperity Stakeholders Group Inc. due to high costs and low customers

Communications

<u>FROM</u>	<u>FILE</u>	<u>SUBJECT</u>
N Tolmacheva	Vault	Resignation from janitorial contract
Association of MB Municipalities	#10	Health & Dental Program refund
Pembina Valley Conservation District	#330	Audit @ Mar 31/ 16 (Smith)
Pembina Valley Conservation District	#330	Tile Drainage workshop Jul 22 (P.Mnd)
MB Municipal Administrators Association	#250	Capital Assets workshop Sept 9 (Bdn)
SouthWest Regional Development	#365	Survey opportunity
Worker's Compensation Board	#455	Newsletter
T. Wohlgemuth	#280	Thank you for mowing contract
Kidsport	#280	Thank you for donation
MB Indigineous & Municipal Relations	#215	2016 Munic Programs grant advance \$13,980.03
Red River Basin Commission	#330	LIDAR info questions
Koinonia Nursery	#280	Trees for sale
Relay for Life	#280	Relay set for Oct 1 (Peace Gardens)
PFA Canada	#355	New fuel rate
Pembina Valley Conservation District	#330	2015-16 annual spending report
Prairie Mountain Health	#345	Newsletter
Altus Geomatics	#280	Moving from post mail delivery to email delivery
Travel MB	#280	Tourism conference Oct 4-5 (Wpg)
Cdn Beverage Containers Recycling Assoc	#340	2015 annual report
Larry Maguire, MP	#35	Letter of support for Cwt School Playground project

Unfinished & General Business

None

Resolutions & By-Laws

#Jul-16-171 Daly/ Hildebrand

RESOLVED that cheques numbered #1596 through #1718, both inclusive, in the total amount of \$196,490.17 are hereby ratified and approved.

Carried-Lovell

#Jul-16-172 Decosse/ Hildebrand

WHEREAS Cartwright-Roblin Municipality has received a grant from the Cartwright and Area Foundation by way of General Receipts # 160032-006;

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

<u>Amount</u>	<u>Organization to Benefit</u>
\$400.00	Cartwright United Church
\$50.00	Cartwright Minor Hockey
\$800.00	Cartwright Community Independent School
\$4,000.00	Mac Robinson Community Centre
\$500.00	Cartwright Mather Health Auxillary
\$500.00	Cartwright School

\$300.00	Roblin-Cartwright CDC - Community Tourism
\$1,800.00	Davidson Memorial Health Centre
\$250.00	Lakeland Regional Library-Cartwright Branch
\$300.00	Mather UCW c/o Ruth Bere
\$450.00	Reflection Park c/o Bonnie Kinley
\$1,000.00	SSRC Handivan
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\$10,350.00	

Carried-Lovell

#Jul-16-173 Pawich/ Daly

WHEREAS Cartwright-Roblin Municipality has received donations from various individuals or organizations by way of a general receipt;

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

<u>Amount</u>	<u>Ret #</u>	<u>Organization to Benefit</u>
\$100.00	160027-014	Cartwright Town & Country Golf Course
\$100.00	160027-024	Cartwright Town & Country Golf Course
\$100.00	160027-022	Cartwright Town & Country Golf Course
\$100.00	160027-023	Cartwright Town & Country Golf Course
\$100.00	160028-035	Cartwright Town & Country Golf Course
\$100.00	160028-039	Cartwright Town & Country Golf Course
\$100.00	160028-046	Cartwright Town & Country Golf Course
\$100.00	160031-008	Cartwright Town & Country Golf Course
\$100.00	160029-003	Cartwright Town & Country Golf Course
\$100.00	160029-006	Cartwright Town & Country Golf Course
\$100.00	160029-021	Cartwright Town & Country Golf Course
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\$1,100.00		
\$100.00	160023-006	Reflections Park
\$50.00	160025-011	Reflections Park
\$50.00	160025-010	Reflections Park
\$25.00	160028-034	Reflections Park
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\$225.00		
\$100.00	160025-046	Ponderosa Days Committee
\$50.00	160025-066	Ponderosa Days Committee
\$25.00	160026-018	Ponderosa Days Committee
\$50.00	160027-013	Ponderosa Days Committee
\$100.00	160027-008	Ponderosa Days Committee
\$50.00	160027-011	Ponderosa Days Committee
\$100.00	160027-012	Ponderosa Days Committee
\$75.00	160027-018	Ponderosa Days Committee
\$30.00	160028-009	Ponderosa Days Committee
\$100.00	160028-004	Ponderosa Days Committee
\$25.00	160028-031	Ponderosa Days Committee
\$100.00	160028-025	Ponderosa Days Committee
\$25.00	160028-045	Ponderosa Days Committee
\$100.00	160029-002	Ponderosa Days Committee
\$50.00	160029-010	Ponderosa Days Committee
\$100.00	160029-011	Ponderosa Days Committee
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\$1,080.00		
\$25.00	160028-029	Mather Fall Festival
\$25.00	160028-030	Cartwright-Roblin Historical Society
\$25.00	160028-033	Mather Hall
\$25.00	160028-032	Mather Rink
\$25.00	160028-027	Cartwright Fire & Rescue
\$25.00	160028-028	Cartwright Centennial Hall
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\$150.00		

Carried-Lovell

#Jul-16-174 Pawich/ Burton

WHEREAS the recycling program generates cash income from certain beverage containers; **AND WHEREAS** this cash income has been historically granted to the Cartwright Community Independent School;

THEREFORE BE IT RESOLVED that Council authorizes payment to Cartwright Community Independent School in the amount of \$57.60 representing recent collections.

Carried-Lovell

#Jul-16-175 Pawich/ Decosse

RESOLVED that Cartwright-Roblin Municipality (CRM) Council accepts the resignation of Nadia Tolmacheva from the CRM municipal office janitorial contract effective June 30, 2016.

Carried-Lovell

#Jul-16-176 Burton/ Pawich

RESOLVED that subject to section 252 of the Municipal Act and section 8 of schedule 'A' to by-law #236/04, the following overdue utility accounts are added effective July 31, 2016

Roll #	Amount		
200200 0000	\$ 67.46	210800 0060	\$ 44.47
201000 0000	\$ 32.46	211100 0000	\$ 67.46
201300 0000	\$110.64	212700 0040	\$ 87.71
201200 0020	\$188.84	212800 0010	\$141.68
202400 0050	\$198.89	218200 0000	\$232.89
204000 0030	\$183.51	218900 0020	\$ 67.46
204500 0000	\$177.03	222000 0010	\$322.99
205400 0000	\$231.01	222200 0000	\$143.67
205800 0000	\$ 38.52	223600 0000	\$106.86
207900 0000	\$ 68.18	279350 0010	\$129.47
210200 0010	\$157.02		

Carried-Lovell

Reports (continued)

10:25 pm Municipal Conflict of Interest Act - MA 5(1)

With reference to Reports – Louise Roblin Weed Control District meeting report & funding given staff changes, Councillor Penny Burton disclosed a personal interest in the matter before Council and withdrew from the Council Chamber, without further participation in the matter under discussion.

- Second half levy budgeted for Louise Roblin Weed Control District is on hold following discontinuation of services provided by LRWCD to Cartwright-Roblin Municipality (CRM) and will stay in holding until such time as agreement is reached regarding actual amount of levy requirement to be cancelled on account of CRM obtaining alternate services from 23 West Planning District and K.Shewfelt as contractor for municipal roadside spraying.

10:40 pm Councillor Daly returned to the meeting

Resolutions (continued)

#Jul-16-177 Decosse/ Hildebrand

RESOLVED that Council authorize participation as follows with expenses paid in accordance with municipal by-laws or policies:

- PVCD Tile Drainage seminar July 22 (P.Mnd) 2 PW+1 Adm staff, 6 Councillors)
- MMAA Capital Assets seminar Sept 9 (Bdn) 2 Adm staff

Carried-Lovell

#Jul-16-178 Decosse/ Hildebrand

RESOLVED that Council approves permits as follows:

#11-16 Tom Neustaedter

#21-16 Andrew & Lisa Oreilly Penner Builders House#408

#22-16 Darrell & Stacey Wakewich Penner Builders House#409

Carried-Lovell

#Jul-16-179 Hildebrand/ Pawich

RESOLVED that the following organization financial reports be accepted as presented:

1. Pembina Valley Conservation Dist @ Mar. 31, 2016 (Smith – Ind. Auditors’ Report)

FURTHER BE IT RESOLVED that other reports will be presented to Council when received.

Carried-Lovell

#Jul-16-180 Burton/ Daly

WHEREAS the Cartwright public water system requires periodic engineering assessment for licensing;

AND WHEREAS technical and financial assistance is available from the Manitoba Water Services

Board in respect to Public Water System Engineering Assessments;

THEREFORE BE IT RESOLVED that Cartwright-Roblin Municipality Council requests technical

and financial assistance from the Manitoba Water Services Board in respect to carrying out an

Engineering Assessment for Cartwright Public Water System;

AND FURTHER BE IT RESOLVED that the Mayor and/ or Chief Administrative Officer are authorized to execute any agreements and documents required.

Carried-Lovell

#Jul-16-181 Pawich/ Decosse

WHEREAS Cartwright-Roblin Municipality endorses the following community events:

- Ponderosa Days July 29-Aug1, 2016
- Fall Festival Sept 24, 2016

THEREFORE BE IT RESOLVED that Cartwright-Roblin Municipality Council authorizes the closing of a portion of the following streets during the respective events:

- Broadway from Veteran to Laughlin (P.Days)
- Second Street from Louise to Railway (Fall Festival)

Carried-Lovell

#Jul-16-182 Decosse/ Pawich

RESOLVED that council approve the following policy:

Clothing Allowance – Public Works

Purpose

To define employee entitlements to the annual clothing allowance

Definitions

- “**Council**” means the Head of Council (HOC) and Councillors of the municipality;
- “**Public Works Employee**” means a person employed by the Cartwright-Roblin Municipality whose normal workplace is the Public Works shop & equipment;

Policy

- a) Public Works employees are required to wear basic personal protection equipment as defined by the Safety Office and Safety Manual including but not limited to: steel-toed footwear, reflective jacket/ sweater/ shirt/ vest, long pants and depending on situation, also hard hat, safety goggles, gloves, etc.

- b) Cartwright-Roblin Municipality to supply hard hat, ear plugs, safety glasses, safety vests, gloves
- c) Council may require Public Works employees to wear uniforms; in the event that uniforms are not required, clothing allowance shall be spent on work or safety wear (boots, jackets, pants, shirts, etc.)
- d) Upon completion of the evaluation period (3-months unless otherwise stated in the hiring details) Public Works employees receive an annual clothing allowance as follows:
 - a. Full-time employees \$150.00 (effective January 1, 2016)
 - b. Part-time employees \$100.00 (effective January 1, 2016)

Carried-Lovell

#Jul-16-183 Burton/ Pawich

RESOLVED that Cartwright-Roblin Municipality Council authorizes the HOC and CAO to sign contracts and authorize payments as follows:

- **Office Janitorial**
 - Kristy McDonald
 - \$400 per month
 - Effective July 1, 2016
- **Grader Operator Training/ Consulting**
 - Jim Enns
 - \$2000 for 60 hours
 - Effective June 1, 2016

Carried-Lovell

#Jul-16-184 Hildebrand/ Pawich

WHEREAS the Cartwright-Roblin Municipality Council entered into an agreement to participate in the exploration of natural gas opportunities through the Growth & Prosperity Stakeholders Group Inc.;
AND WHEREAS Cartwright-Roblin Municipality Council agreed to fund \$10,000.00 per year in each of the years 2016 and 2017 to support associated exploration costs;
AND WHEREAS Growth & Prosperity Stakeholders Group Inc. has provided much information to Council and Hutterite Colonies within the regional on which to base determination of interest in committing to participate in the proposed \$54-million-dollar project;
AND WHEREAS Cartwright-Roblin Municipality Council deems the natural gas project valuable in terms of community development and sustainability but also beyond the economic investment capability of the municipality and its taxpayers;
THEREFORE BE IT RESOLVED that Cartwright-Roblin Municipality Council hereby respectfully withdraws from the Growth & Prosperity Stakeholders Group Inc. natural gas exploration and implementation project effective immediately;
AND FURTHER BE IT RESOLVED that Cartwright-Roblin Municipality respectfully requests exemption from the funding requirement for 2017.

Notice of Motion

None

Adjournment

#Jul-16-185 Daly/ Hildebrand

RESOLVED that the meeting be adjourned (11:10 pm)

Next Meeting(s)

July 26 @ 7 pm (Regular)

August 9 @ 7 pm (Regular)

CARTWRIGHT ROBLIN MUNICIPALITY - COUNCILLOR BURTON REPORT – 12 JULY 2016

Parks

Reviewed necessity of painting at Badger Creek Park, don't deem required for 2016 but plan for repaint for 2017 perhaps. Suggest brush off cobwebs but not pressure washer.

Mather Rink

R Pogson Construction to excavate and landscape south east outside corner of building to try and stop water getting in. CRM PW will supply the clay for this work. Group want to apply for CDC loan and grants to carry out tile drainage work.

Mather

A Harms searching for his list of people who had expressed interest in trees.

Divinitea sidewalk short by 4ft or so. But looks good

Gravelling and blading of roads looks good.

Clarification re use of recycling trailer – when it is there, what and who can use it.

Mather Fall Festival – program in place with addition of garage sales in am.

CDC

Continuing to research sites for replacement of Rock Lake sign.

'In With The Old' concert proposed for 22 August 2016 @ Mather

Thank you for the air conditioner in the office

Grant applications include Canada 150 school playground, Heritage Park museums and Enabling Accessibility Fund Heritage Park washrooms.

Travel MB nomination for Mather FF Event of the Year under \$5,000 category

Assisted with advertising strawberries in the USA, Farmers Market starts 8 July

Divinitea sidewalk (almost) done

Ponderosa Days – a few new events (\$H achievement, 'Thistle Time Band', School reunion, tractor show) **Question** – what is the process to close off the main street on Friday evening (5.30pm – dark) please between the Health Store and the cenotaph (barriers will be provided locally); posters to be available this week.

Discussion on the role of the CDC and ED – where are they going; it is about people, jobs, etc; what actions do we need to take to ensure that local businesses know we are here to help.

Cell service improved service is needed - ? letters to MLA, MP, etc please

Reflections Park

Planter boxes relocated (to accommodate setback request) and lined.

Library

Duffys have installed air conditioner and McRoof will instal deadbolt asap.

Board and staff would like to recommend to Council the purchase of Montreux Plus 2045 03 in black pepper. BVL will make arrangements for measuring and more detailed estimate.

Killarney & Area Foundation granted \$2,000 for non fiction and biography books. The operating grant has been received and a new printer has been purchased for the Killarney branch.

In May there were 704 items circulated and 285 patrons who used the facility.

Carol Wiebe**MEC Timesheet for May and June 2016**

May 5 2016	collected information about preparedness for the Cartwright-Roblin Municipal website	1.25
May 26	arranged to meet with Tricia Livingstone re: emergency info on the community website	0.25
May 30	updated the emergency recall list re: Karly and Lynn	0.5
May 31	talked to Svetlana Klass re: Mather Store's role in the E-Plan, updated The Early Notification Phone Tree to include the new info for Mather Store; added the updates made yesterday and today to the list of changes for 2016 -2017	1.0
Jun 1	looked up various municipal websites to check their emergency info set-up in preparation for my meeting with Tricia Livingstone	1.0
Jun 2	met with Trish to discuss entering emergency preparedness info on Community website – she is willing to work with it	0.5
Jun 4	made updates in Part 3 and also entered them in the list of changes	0.75
Jun 22	tested the generators in Cartwright – the generator had been running at the Waste Transfer Station in the morning, so we ran it for only about 45 minutes at the Municipal Office and 40 minutes at the Cartwright Hall, making sure that all devices in each building were working well on the generator ; made a few revisions to the instruction sheets; gathered the information on the dates that I checked the small Emergency Supplies tubs and documented them – will put a record of this in each of the small emergency tubs in Cartwright Hall and Mather Hall for future reference	2.5
June 24	checked the supplies in both the small and large emergency tubs in Mather Hall – all is fine, took home the Coleman Quickpump to recharge – I do this annually; updated the inventory list	1.0
June 29	tested the generator at the Mather Hall – were part way through when Frank Janzen noticed the air conditioners were not on, only the fans on the A/C were on, so we turned on the A/C, but then had to extend the time in order to have the generator run on full load for 1 hour	1.5
June 30	printed revised generator instructions and got all but one to the places where they belong both in Cartwright and Mather; checked the emergency supplies in the crate and tub under the stage in Cartwright Hall, then I revised the inventory lists and copied them to the USB	2.75
	Total	13.0