

**TOWN OF ARBORG
REGULAR MEETING OF COUNCIL
December 10, 2014**

1. **CALL MEETING TO ORDER:** 9:00 A.M.
Mayor Sigurdson called the Meeting to order at **9:00 A.M.**

Present: Mayor Randy Sigurdson; Deputy Mayor Rob Thorsteinson
Councillors: Erica Bardarson, Susan Bauernhuber and Vivian Leduchowski
Also Present: Lorraine Bardarson, Chief Administrative Officer

2. **APPROVAL OF AGENDA**

312-2014 **Bauernhuber/Leduchowski**
BE IT RESOLVED THAT the Agenda be adopted as presented. **(Carried)**

3. **CONFIRMATION OF MINUTES**

1. Inaugural Meeting - November 12, 2014
2. Regular Meeting - November 12, 2014
3. Special Meeting - November 28, 2014

313-2014 **Thorsteinson/Bardarson**
BE IT RESOLVED THAT the Minutes of the following Meetings be adopted as read:
Inaugural Meeting - November 12, 2014
Regular Meeting - November 12, 2014
Special Meeting - November 28, 2014

AND FURTHER BE IT RESOLVED THAT the Minutes be signed by the Mayor and Chief Administrative Officer. **(Carried)**

4. **BUSINESS ARISING FROM MINUTES - Nil**

6. **CORRESPONDENCE**

1. Drew Caldwell, Minister of Municipal Government
a) Small Communities Transportation Fund (SCTF)
Initial Payment – 50% of Approved Grant Amount - \$25,087
b) 2015 Manitoba Planning Excellence Awards Program
(All Received as Information)

2. Manitoba Infrastructure and Transportation
Legislative and Regulatory Services
* *The Highway Traffic Amendment Act (Flexible Short-Term Regulation of Vehicle Weights and Dimensions); and Amendments to the Vehicle Weights and Dimensions on Classes of Highways Regulation*
~ In Force Effective October 1, 2014 (Received as Information)

3. Quincy Gardiner, Program Assistant Manitoba Youth Job Centres Program
Manitoba Children and Youth Opportunities MB4Youth
* Feedback and/or Suggestions Requested
Re: Manitoba Youth Job Program (Received as Information)

4. Brian Bowman, Mayor City of Winnipeg
* Congratulatory Letter to Mayor and Council with Best Wishes for the Forthcoming Term of Office (Received as Information)

5. Federation of Canadian Municipalities (FCM)
* Launch of *Hometown Proud Campaign* (Received as Information)

6. Irwin Schellenberg, Emergency Co-ordinator NEIEMB
* Newly Elected Officials Information Session ~ January 13, 2015 ~ East St. Paul

- 314-2014 **Leduchowski/Bardarson**
BE IT RESOLVED THAT Councillor Susan Bauernhuber be authorized to attend an *Elected Officials Information Session*, sponsored by Manitoba EMO, on January 13th, 2015 in East St. Paul, MB;

AND FURTHER BE IT RESOLVED THAT indemnity, mileage and expenses be authorized for payment. **(Carried)**

5. DELEGATIONS

1. **9:10 A.M. Tammy Karatchuk**
Re: Social Media and The Town of Arborg

Mayor Sigurdson welcomed Tammy to the meeting.

Tammy presented a brief outline on how a Social Media Strategy would help promote both Municipal and Business information from Arborg. Compensation in the amount of \$20.00 per hour or \$250.00 per month was proposed. Full use of available technology would be included; such as blogging, Instagram, and Twitter. A formal written proposal and contract would be required if the Town were to proceed.

6. CORRESPONDENCE – cont'd

7. Western Financial Group
 * Association of Manitoba Municipalities Group Health & Dental Insurance Program ~ Annual Renewal – January 1, 2015 (Received as Information)
8. Interlake-Eastern Regional Health Authority
 a) Board of Directors Nomination Package
 b) Minutes from Board of Directors Meeting ~ Thursday, October 23, 2014
 (All Received as Information)
9. Owen Eyolfson, President Arborg & District Chamber of Commerce
 * Notice of Meeting ~ Wednesday, December 10th at 6:00 p.m.
 ~ Arborg/Bifrost Community Centre (Received as Information)
10. NetSet Communications
 * Request for Letter of Support for Funding Application
 Re: Digital Canada 150 Connecting Canadians Program ~ A Federal Government Initiative (Received as Information)
11. Association of Manitoba Municipalities
 * AMM News Bulletin ~ December 9, 2014 (Received as Information)
12. Canadian Breast Cancer Foundation
 * “Thank you” for the “Support and Partnership” (Received as Information)
13. Newsletters and Reports:
 a) Manitoba Government News Release:
 * November 20, 2014 ~ Throne Speech
 b) *Solid Waste & Recycling* ~ October/November 2014
 c) *InfraStructure* ~ November 2014 (All Received as Information)

7. PUBLIC HEARINGS

1. **9:30 A.M. Application for Variance Under Town of Arborg Zoning**
By-law No. 6-2011, as Amended
 ~ Area Affected – Lot 17/20 Block 3 Plan 1542 (373 Main Street)

315-2014 Bardarson/Thorsteinson

BE IT RESOLVED THAT Council do now adjourn from the Regular Meeting to hold a Public Hearing as a Variation Board to deal with:

- 1) Application for Variation Order No. TA-14-29V**

AND FURTHER BE IT RESOLVED THAT the Public Hearing be declared open.
(Carried)

Ron Gulay, owner and applicant, attended the Public Hearing.

Mayor Sigurdson explained the purpose of the Hearing, and advised that Public Notice, as required, had been given by the Eastern Interlake Planning District.

No other persons attended nor were any written submissions regarding the matter received.

316-2014 Bauernhuber/Leduchowski

BE IT RESOLVED THAT the Public Hearing be adjourned and the Regular Meeting be reconvened.
(Carried)

7. PUBLIC HEARINGS – cont'd

317-2014 Thorsteinson/Bardarson

WHEREAS the following **Application For Variation** under the Town of Arborg Zoning By-law #6-2011, as amended, has been applied for:

Application: TA-14-29V
Area Affected: Lots 17/20 Block 3 Plan 1542 (373 Main Street)
 Roll No. 4100
Proposed: To increase an existing residential non-conforming use in the
 “CC” Commercial Central Zone
Reason: For the construction of a new covered deck to an existing
 residence; and For the construction of a new residential
 garage.
Amended To: Create a legal site under the Zoning By-law

AND WHEREAS the Public Hearing has been completed and Council has given consideration to the application;

THEREFORE BE IT RESOLVED THAT Council **approves** the application for **Variation Order No. TA-14-29V.** (Carried)

Mr. Gulay left the meeting.

8. FINANCIAL BUSINESS

1. Financial Statement – November, 2014

318-2014 Leduchowski/Bauernhuber

BE IT RESOLVED THAT the **November, 2014** Financial Statement be adopted as presented. (Carried)

2. Account for Payment:

- a) Arborg-Bifrost Parks & Recreation Commission
 * 2014 Garden Club Expenses

319-2014 Thorsteinson/Bardarson

BE IT RESOLVED THAT, as per the 2014 Financial Plan, funding in the amount of **\$4,830.39** be paid to the *Arborg-Bifrost Parks and Recreation Commission* with respect to the **2014 Garden Club Activities.** (Carried)

- b) Western Canada Water & Constituent Organizations
 * 2015 Membership Renewal Invoices
 CAO reported on the matter.

320-2014 Leduchowski/Bauernhuber

BE IT RESOLVED THAT membership to the *Manitoba Water and Wastewater Association* be renewed for **2015** for Public Works Personnel **Bruce Swanson, Marcel Sutyla, and Brent Melsted;**

AND FURTHER BE IT RESOLVED THAT the membership fees in the amount of **\$165.39** (\$55.13 X 3) be authorized for payment. (Carried)

3. List of Accounts for Approval

321-2014 Bardarson/Thorsteinson

BE IT RESOLVED THAT the accounts (Cheque No. 6103 to No. 6166), in the total amount of **\$365,589.70**, be approved for payment. (Carried)

8. FINANCIAL BUSINESS – cont’d

4. Interim Budget – 2015

322-2014 Thorsteinson/Leduchowski

WHEREAS, in accordance with Section 163 of *The Municipal Act*, the Council of the Town of Arborg has made an **Interim Budget** of all Operating and Capital Expenditures of the Municipality for the period of January 1, 2015 until the adoption of the Annual Estimates;

THEREFORE BE IT RESOLVED THAT this **Interim Budget** be hereby adopted as follows:

Operating Requirements

General Government Services	\$250,000.00
Protective Services	230,000.00
Transportation Services	200,000.00
Environmental Health Services	130,000.00
Public Health and Welfare Services	40,000.00
Environmental Development Services	15,000.00
Economic Development Services	80,000.00
Recreation and Cultural Services	180,000.00
Fiscal Services	<u>200,000.00</u>
	\$1,325,000.00

Capital Requirements	\$750,000.00
Utility Operating Requirements	\$500,000.00
Utility Capital Requirements	\$750,000.00
	(Carried)

9. BY-LAWS FOR CONSIDERATION

1. **By-law No. 6-2014** A By-Law of the Town of Arborg to Provide Remuneration for its Mayor and Councillors

323-2014 Bauernhuber/Leduchowski

BE IT RESOLVED THAT *By-law No. 6-2014*, a By-law of the Town of Arborg to *Provide for Remuneration for its Mayor and Councillors*, be read a second time.
(Carried)

324-2014 Bardarson/Thorsteinson

BE IT RESOLVED THAT *By-law No. 6-2014*, a By-law of the Town of Arborg to *Provide for Remuneration for its Mayor and Councillors*, be read a third time and finally passed.
As required by Section 137 of *The Municipal Act*, a recorded vote was taken on the motion:

Mayor Randy Sigurdson	-	Voted in Favour	
Deputy Mayor Rob Thorsteinson	-	Voted in Favour	
Councillor Erica Bardarson	-	Voted in Favour	
Councillor Vivian Leduchowski	-	Voted in Favour	
Councillor Susan Bauernhuber	-	Voted in Favour	(Carried)

2. **By-law No. 7-2014** A By-law of the Town of Arborg to Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2015

325-2014 Leduchowski/Bauernhuber

BE IT RESOLVED THAT *By-law No. 7-2014*, a By-law of the Town of Arborg to *Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2015*, be read a second time.
(Carried)

326-2014 Thorsteinson/Bardarson

BE IT RESOLVED THAT *By-law No. 7-2014*, a By-law of the Town of Arborg to *Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2015*, be read a third time and finally passed.
As required by Section 137 of *The Municipal Act*, a recorded vote was taken on the motion:

Mayor Randy Sigurdson	-	Voted in Favour	
Deputy Mayor Rob Thorsteinson	-	Voted in Favour	
Councillor Erica Bardarson	-	Voted in Favour	
Councillor Vivian Leduchowski	-	Voted in Favour	
Councillor Susan Bauernhuber	-	Voted in Favour	(Carried)

9. BY-LAWS FOR CONSIDERATION – cont’d

- 3. **By-law No. 8-2014** A By-law to Provide for Borrowing Funds for Current and Capital Expenses for 2015

327-2014 Thorsteinson/Bauernhuber
BE IT RESOLVED THAT *By-law No. 8-2014*, a By-law of the Town of Arborg to *Provide for Borrowing Funds for Current and Capital Expenses for 2015*, be read a first time. **(Carried)**

328-2014 Bardarson/Leduchowski
BE IT RESOLVED THAT *By-law No. 8-2014*, a By-law of the Town of Arborg to *Provide for Borrowing Funds for Current and Capital Expenses for 2015*, be read a second time. **(Carried)**

10. BUSINESS ARISING FROM DELEGATIONS

- 1. Tammy Karatchuk
 Re: Social Media and The Town of Arborg
 Discussion: The matter will be discussed further during the 2015 Budgeting Process. The ABCDC and the Chamber of Commerce should also hear the presentation.

11. UNFINISHED BUSINESS

- 1. Tetra Tech
 * Phase II Environmental Site Assessment of Former Canadian Pacific Railway Right-of-Way Lands
 CAO provided a report. **(Held Over)**

12. NEW AND OTHER BUSINESS

- 1. Sherri Orbanski, Public Affairs Chair Arborg Skating Club
 * Request for Program Advertisement, Rainbow Auction Prizes and/or Welcome Bag Items
 Re: *Interlake Regional Star Skate Competition* Hosted by the Arborg Skating Club on January 11, 2015

329-2014 Bauernhuber/Leduchowski
WHEREAS the Arborg Skating Club will be hosting the **Interlake Regional Star Skate Competition** at the Arborg Arena on January 11, 2015;

THEREFORE BE IT RESOLVED THAT the Town supports this event with the following contribution:

Program Advertisement – Full Page Ad \$100.00. (Carried)

- 2. Pitney Bowes
 * Postage Meter Lease Agreement
 CAO provided a report. **(Held Over)**
- 3. Transfer of Outstanding Water and Sewer Accounts to the Tax Roll

330-2014 Thorsteinson/Leduchowski
BE IT RESOLVED THAT Council authorize the addition of the following outstanding Sewer and Water Consumer Accounts to the Tax Roll:

	Bill ID	Roll No.	Total
1	2800.1	2800.0	\$ 43.42
2	4900.3	4900.0	\$ 5.87
3	5300.5	5300.0	\$113.61
4	5400.2	5400.0	\$186.12
5	7900.0	7900.0	\$193.56
6	10000.0	1000.0	\$ 96.28
7	11600.0	11600.0	\$333.67
8	12100.1	12100.0	\$252.76
9	16200.2	16200.0	\$ 70.93
10	20600.0	20600.0	\$246.15
11	21215.1	21215.0	\$638.16
12	22400.0	22400.0	\$248.25
13	23000.1	23000.0	\$163.40
14	26900.2	29600.0	\$ 93.42
15	30800.5	30800.0	\$425.47
16	32300.1	32300.0	\$ 46.95
17	36600.2	36600.0	\$472.78
18	37500.1	37500.0	\$ 93.42
19	41600.1	41600.0	\$220.59
20	49600.4	49600.0	\$260.20
21	54325.0	54325.0	\$143.27
22	5550.0	55500.0	\$234.73
			\$ 4,583.01

(Carried)

12. NEW AND OTHER BUSINESS – cont'd

4. Mobile Home Park
* 2015 Rental Fee

331-2014 Bauernhuber/Thorsteinson

WHEREAS, when a municipality owns rental property, the property is exempt from rent regulation (*as per the Residential Tenancy Branch Policies and Procedures Section 13-Rent Regulation; Sub-Section 13.4 Mobile Home Parks – Licence Fees and Municipal Taxes*);

THEREFORE BE IT RESOLVED, effective **April 1, 2015**, lot rental fee at **Arborg's Mobile Home Park** be increase from \$100.00 to **\$110.00**. **(Carried)**

5. Purchase of Water Meters Prior to December 31, 2014
CAO reported on the matter.

332-2014 Thorsteinson/Leduchowski

WHEREAS **Wolseley Waterworks** Group has agreed to hold the 2013 price of the **5/8" T-10 R900I Auto Read Water Meter** until December 31, 2014;

THEREFORE BE IT RESOLVED THAT the CAO be authorized to order **25 Meters** at a cost of **\$283.50 plus applicable taxes** prior to December 31, 2014;

AND FURTHER BE IT RESOLVED THAT the Invoice for the purchase be paid as a **2015 Utility Fund Payable**. **(Carried)**

6. Review of Quote(s):
a) Krautter Tree and Yardservice
* Elm Tree Pruning

(Held Over)**13. CHIEF ADMINISTRATIVE OFFICER'S REPORT****Lorraine reported on:**

- Attendance at the Fire Committee Meeting

14. MAYOR AND COUNCILLORS' REPORTS

The Mayor and all Councillors attended the AMM Convention.

Councillor Susan Bauernhuber reported on:

- Attendance at the following
 - MCDA Convention
 - EICD AGM
 - ITA Meeting

Councillor Vivian Leduchowski reported on:

- Attendance at the following
 - SRC Christmas Dinner
 - ABCDC Meeting
 - IISS Meeting

Councillor Erica Bardarson reported on:

- Attendance at the following;
 - Evergreen Regional Library Meeting
 - ESD Planning Session
 - Rec Commission Meeting

Councillor Rob Thorsteinson reported on:

- Attendance at the following:
 - Fire Committee Meeting
 - EIPD
- WTP Project Update
- Public Works Department Activities

Mayor Randy Sigurdson reported on:

- Attendance at the following;
 - ABCDC
 - ASHC Meeting
 - Fire Committee Meeting

15. COMMITTEE OF THE WHOLE

- 1. Leith Robertson, Associate Pitblado Law
 - a) Town of Arborg Mobile Home Park
 - * Draft Tenancy Agreement
 - b) Crop Production Services (Canada) Inc.
 - * Draft Lease Agreement

333-2014 Bauernhuber/Thorsteinson
BE IT RESOLVED THAT Council form a Committee of the Whole. **(Carried)**

334-2014 Bauernhuber/Leduchowski
BE IT RESOLVED THAT Council go out of Committee of the Whole and reconvene into Regular Meeting. **(Carried)**

- 1. Leith Robertson, Associate Pitblado Law
 - a) Town of Arborg Mobile Home Park
 - * Draft Tenancy Agreement

335-2014 Thorsteinson/Bardarson
BE IT RESOLVED THAT the revised **Mobile Home Park Tenancy Agreement**, as drafted by *Leith Robertson, Associate, Pitblado Law*, be accepted;

AND FURTHER BE IT RESOLVED THAT the new agreement be now forwarded to tenants of the Mobile Home Park for review and signing. **(Carried)**

- b) Crop Production Services (Canada) Inc.
 - * Draft Lease Agreement

Discussion: The CAO was requested to get an opinion from the Western Financial Group, the Town’s insurer. **(Held Over)**

16. ADJOURNMENT – 11:35 A.M.

336-2014 Leduchowski/Bauernhuber
BE IT RESOLVED THAT Council do now adjourn to meet again in Arborg on **January 7th, 2015.** **(Carried)**

Rob Thorsteinson
Deputy Mayor

Lorraine Bardarson
Chief Administrative Officer