

**TOWN OF ARBORG  
REGULAR MEETING OF COUNCIL  
December 11, 2019**

1. **CALL MEETING TO ORDER:** 9:00 A.M.  
Mayor Peter Dueck called the Meeting to Order at 9:00 A.M.  
  
**Present:** Mayor Peter Dueck; Deputy Mayor Ron Johnston  
**Councillors:** Ron Rogowsky and Rob Thorsteinson  
**Also Present:** Lorraine Bardarson, Chief Administrative Officer  
**Absent with Regrets:** Councillor John Crackle
2. **APPROVAL OF AGENDA**  
  
312-2019 **Johnston/Rogowsky**  
**BE IT RESOLVED THAT** the Agenda be adopted as presented. **(Carried)**
3. **CONFIRMATION OF MINUTES**  
  
1. Regular Meeting - November 13, 2019  
  
313-2019 **Thorsteinson/Rogowsky**  
**BE IT RESOLVED THAT** the Minutes of the following Meeting be adopted as read:  
**Regular Meeting – November 13<sup>th</sup>, 2019**  
  
**AND FURTHER BE IT RESOLVED THAT** the Minutes be signed by the Mayor and Chief Administrative Officer. **(Carried)**
4. **BUSINESS ARISING FROM MINUTES - Nil**
5. **DELEGATIONS**  
  
1. **9:15 A.M. Trudy Dueck, Et Al**  
**Re: Proposal for Location of Elizabeth Dueck Swing Sets (361 St. Peter Street)**  
  
Trudy Dueck, along with Sid Dueck, were welcomed to the meeting. Trudy spoke of the vision by her family for the Elizabeth Dueck Swing Park, a space for play, relaxation and gatherings. Now the plan had grown larger and the family, along with Vidir Solutions, is looking for a 50/50 cost share to bring the entire project to reality. The new proposal requires the former Daycare building to be removed. The family would like to retain naming rights. Any overage in the proposed budget would be covered by Vidir Solutions, while the cost of removing the building would be that of the Town of Arborg. New fencing is currently not be included with the plans. The Duecks thanked Council for their time and left the meeting.
6. **CORRESPONDENCE**  
  
1. Ian Goodall-George, Regional Consultant Municipal Relations  
Community Sustainability Branch Interlake  
\* Revised Building Sustainable Communities (BSC) Grant Guidelines and Application ~ January 15<sup>th</sup>, 2020 Deadline  
  
314-2019 **Johnston/Thorsteinson**  
**WHEREAS**, the Town of Arborg has completed preparation of the **Arborg Bifrost Recreation Centre's Parking Lot** for asphalt surfacing:  
  
**AND WHEREAS** Council deems it necessary to complete the rehabilitation of the Recreation Centre Parking Lot, approximately 63,000 sq ft, by applying asphalt paving;  
  
**THEREFORE BE IT RESOLVED** the Town of Arborg submit an application for funding assistance to the **New Building Sustainable Communities Program** for Asphalt Surfacing of the Arborg Bifrost Recreation Centre Parking Lot. **(Carried)**
2. C. Jordan Lontajo, Program Manager Employee Benefits Service Centre  
Western Financial Group Insurance Solutions  
\* Annual Renewal ~ AMM Health and Dental Benefits Program ~ January 1, 2020  
**(Received as Information)**
3. Manitoba Infrastructure Emergency Measures Organization  
\* Rescheduled 2020 Municipal Workshops **(Received as Information)**

**6. CORRESPONDENCE – Cont'd**

4. Manitoba Disaster Management Conference  
\* January 22-24, 2020 ~ Canad Inns Destination Centre Polo Park, Winnipeg

**315-2019 Rogowsky/Thorsteinson**

**BE IT RESOLVED THAT Mayor Peter Dueck** be authorized to attend the *Disaster Management Conference* in Winnipeg, Manitoba from **January 22<sup>nd</sup> to 24<sup>th</sup>, 2020;**

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

5. Federation of Canadian Municipalities  
\* Membership Invoice 2020-2021

**316-2019 Thorsteinson/Johnston**

**BE IT RESOLVED THAT** the Town of Arborg renew its Membership with the *Federation of Canadian Municipalities* from April 1<sup>st</sup>, 2020 to March 31<sup>st</sup>, 2021;

**AND FURTHER BE IT RESOLVED THAT** the Membership Fee in the amount of **\$456.44**, including GST, be authorized for payment in March, 2020. **(Carried)**

6. Community Futures East Interlake Inc.  
a) Tammy Dziadek, GM  
\* *Townfolio* Renewal – January, 2020 – January, 2023  
Discussion: Consensus of Council – *Townfolio* will not be renewed.  
b) Lisa O'Neill, CMMA, Office Administrator  
\* CF Leadership Module (3) Training ~ December 16, 2019 ~ Fraserwood Hall  
**(All Received as Information)**

7. Selkirk Community Arts Centre Inc. / The Interlake Art Board  
\* Request for Financial Support  
**Re:** Interlake Juried Art Show ~ May 1<sup>st</sup> through May 3<sup>rd</sup>, 2020  
**(Received as Information)**

8. Newsletters and Reports:  
**The Following Reports are Available for Review at the Office:**  
c) *InfraStructure* ~ November 2019  
d) Canadian Beverage Container Recycling Association (CBCRA)  
~ 2018 Annual Report **(All Received as Information)**

**7. PUBLIC HEARINGS - Nil****8. FINANCIAL BUSINESS**

1. Chambers Fraser Professional Accountants  
\* 2018 Consolidated Financial Statements

**317-2019 Thorsteinson/Rogowsky**

**BE IT RESOLVED THAT** the Town of Arborg **Audited Financial Report**, for the year ended **December 31<sup>st</sup>, 2018**, be accepted as presented by *Chambers Fraser Professional Accountants*. **(Carried)**

2. Financial Statement – November, 2019

**318-2019 Johnston/Rogowsky**

**BE IT RESOLVED THAT** the **November 30<sup>th</sup>, 2019 Financial Statement** be adopted as presented. **(Carried)**

3. List of Accounts for Approval

**319-2019 Thorsteinson/Rogowsky**

**BE IT RESOLVED THAT** the accounts (Cheque No. 10826 to No. 10891), in the total amount of **\$246,814.68**, be approved for payment. **(Carried)**

**8. FINANCIAL BUSINESS – Cont'd**

## 4. Interim Budget – 2020

**320-2019 Rogowsky/Thorsteinson**

**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, 2020 until the adoption of the Annual Estimates;

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

<b><u>Operating Requirements:</u></b>	
General Government Services	\$150,000.00
Protective Services	150,000.00
Transportation Services	100,000.00
Environmental Health Services	60,000.00
Public Health and Welfare Services	25,000.00
Environmental Development Services	15,000.00
Economic Development Services	25,000.00
Recreation and Cultural Services	110,000.00
Fiscal Services	<u>50,000.00</u>
	<b>\$595,000.00</b>
<b>Capital Requirements</b>	<b>\$200,000.00</b>
<b>Utility Operating Requirements</b>	<b>\$200,000.00</b>
<b>Utility Capital Requirements</b>	<b>\$200,000.00</b>

**(Carried)****9. BY-LAWS FOR CONSIDERATION**

1. **By-law No. 6-2019** A By-Law of the Town of Arborg to Provide Remuneration for its Mayor and Councillors

**321-2019 Johnston/Rogowsky**

**BE IT RESOLVED THAT** *By-law No. 6-2019*, a By-law of the Town of Arborg to *Provide Remuneration for its Mayor and Councillors*, be read a second time.

**(Carried)****322-2019 Thorsteinson/Rogowsky**

**BE IT RESOLVED THAT** *By-law No. 6-2019*, 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 Peter Dueck	-	Voted in Favour
Deputy Mayor Ron Johnston	-	Voted in Favour
Councillor Ron Rogowsky	-	Voted in Favour
Councillor Rob Thorsteinson	-	Voted in Favour

**(Carried)**

2. **By-law No. 7-2019** A By-law of the Town of Arborg to Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in **2020**

**323-2019 Rogowsky/Johnston**

**BE IT RESOLVED THAT** *By-law No. 7-2019*, a By-law of the Town of Arborg to *Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2020*, be read a second time.

**(Carried)****324-2019 Thorsteinson/Johnston**

**BE IT RESOLVED THAT** *By-law No. 7-2019*, a By-law of the Town of Arborg to *Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2020*, 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 Peter Dueck	-	Voted in Favour
Deputy Mayor Ron Johnston	-	Voted in Favour
Councillor Ron Rogowsky	-	Voted in Favour
Councillor Rob Thorsteinson	-	Voted in Favour

**(Carried)**

**9. BY-LAWS FOR CONSIDERATION – Cont’d**

- 3. **By-law No 8-2019** Being a By-law of the Town of Arborg to Provide for Borrowing Funds for Current and Capital Expenses for **2020**

**325-2019 Johnston/Thorsteinson**  
**BE IT RESOLVED THAT *By-law No. 8-2019***, a By-law of the Town of Arborg to *Provide for Borrowing Funds for Current and Capital Expenses for 2020*, be read a first time. **(Carried)**

**326-2019 Rogowsky/Johnston**  
**BE IT RESOLVED THAT *By-law No. 8-2019***, a By-law of the Town of Arborg to *Provide Borrowing Funds for Current and Capital Expenses for 2020*, be read a second time. **(Carried)**

- 4. **By-law No. 9-2019** Being a By-law of the Town of Arborg to Establish a Development Incentive Program (Draft) (Replaces By-law 6-2016)

**327-2019 Rogowsky/Johnston**  
**BE IT RESOLVED THAT *By-law No. 9-2019***, a By-law of the Town of Arborg to **Establish a Development Incentive Program**, be read a first time. **(Carried)**

**10. BUSINESS ARISING FROM DELEGATIONS**

- 1. Trudy Dueck, Et Al  
**Re:** Proposal for Location of Elizabeth Dueck Swing Sets (353 St. Peter Street)

Declaring an interest in the matter, Mayor Dueck left the meeting.  
 Deputy Mayor Ron Johnston assumed the chair.

Discussion: As the Town doesn’t own the Kinsmen (former daycare) Building, and it is being used/maintained by the Central Interlake Chamber of Commerce, an invitation will be extended for their representatives to attend a future meeting of Council to discuss their future plans / usage of the building.  
 Council will revisit the proposed park during their 2020 Budget discussions.

**11. UNFINISHED BUSINESS**

- 1. Leith Robertson, Pitblado Law  
 \* Revised Development Agreement  
**Re:** Evergreen Properties – 263 Park Avenue  
 Council reviewed the Agreement, and some amendments were suggested. The Agreement will be returned to Pitblado Law for their review. **(Received as Information)**
- 2. Town of Arborg Citizen Representation (2019-2020):  
 a) BAR Waste Authority Co-op Inc.  
 b) East Interlake Conservation District **(Held Over)**

**12. NEW AND OTHER BUSINESS**

- 1. Transfer of Outstanding Water and Sewer Accounts to the Tax Roll

**328-2019 Thorsteinson/Rogowsky**  
**WHEREAS** Pursuant to Section 252(2) of *The Municipal Act*, the amount of all outstanding charges for water and sewer service are a lien and charge upon the land serviced, and shall be collected in the same manner in which ordinary taxes upon the land are collectible, and with like remedies;

**THEREFORE 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	9100.12	9100.0	\$210.61
2	9350.1	9350.0	\$150.82
3	11000.6	11000.0	\$22.79
4	11100.3	11100.0	\$257.90
5	11200.5	11200.0	\$46.09
6	11300.0	11300.0	\$312.48
7	13400.0	13400.0	\$312.48
8	13500.1	13500.0	\$392.01
9	16200.4	16200.0	\$704.21

10	20950.2	20950.0	\$1,081.08
11	21215.1	21215.0	\$1,019.09
12	22000.1	22000.0	\$274.88
13	22600.0	22600.0	\$438.75
14	23820.0	23820.0	\$596.41
15	25300.0	25300.0	\$246.69
16	30600.1	30600.0	\$242.15
17	30800.5	30800.0	\$312.48
18	30900.1	30900.0	\$258.04
19	37200.1	37200.0	\$310.58
20	41600.1	41600.0	\$307.74
21	55500.0	55500.0	\$411.62
<b>Total</b>			<b>\$7,908.90</b>

(Carried)

- 2. April 1, 2020 to March 31, 2021 Mobile Home Park Rental Fees

**329-2019 Rogowsky/Johnston**

**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, 2020**, lot rental fee at **Arborg’s Mobile Home Park** be increased from \$145.00 to **\$150.00**. (Carried)

- 3. 2020 Tax Sale
  - a) Designate Tax Sale Year

**330-2019 Thorsteinson/Rogowsky**

**BE IT RESOLVED THAT** Council designate the year 2019 for Tax Sale purposes, which specifies that any taxes in arrears for the year 2018 and earlier may be sold at a Public Auction in 2020. (Carried)

- b) Establish Date for 2020 Tax Sale

**331-2019 Johnston/Rogowsky**

**BE IT RESOLVED THAT** the Town of Arborg **Tax Sale Auction** date be set for **Wednesday, October 9<sup>th</sup>, 2020 at 10 A.M.** (Carried)

- c) TAXervice
    - i) Engagement Letter Renewal for 2020  
Re: Property Tax Arrears Recovery

**332-2019 Thorsteinson/Rogowsky**

**BE IT RESOLVED THAT** the management of the **2020 Tax Sale Process** be outsourced to **TAXervice**;

**AND FURTHER BE IT RESOLVED THAT** all associated costs become the responsibility of the affected property owner. (Carried)

- 4. Neptune Technology Group
  - \* 2020 Hardware and Software Extended Maintenance Agreement

**333-2019 Rogowsky/Johnston**

**BE IT RESOLVED THAT** the Town of Arborg enter into the **2020 Hardware Extended Maintenance Agreement** with **Neptune Technology Group (Canada) Limited** as follows:

- Trimble Serial #ES4AC89569 \$1,104.00
- Belt Clip Receiver Serial #BC491 \$1,104.00

**AND FURTHER BE IT RESOLVED THAT** the cost, **\$2,208.00** plus applicable taxes, be authorized for payment. (Carried)

**12. NEW AND OTHER BUSINESS – Cont'd**

5. Brian Turner Wolseley Waterworks Winnipeg  
\* Neptune's 360 Cloud Based Software

**334-2019****Rogowsky/Thorsteinson**

**BE IT RESOLVED THAT** the Town of Arborg enter into the **3-Year Contract** with **Neptune Technology Group (Canada) Limited** for *Neptune's 360 Cloud Based Software* with respect to:

**Neptune Essentials 360- AMR (Automated Reading System) – SASS (System as a Service) – Annual flat rate fee for under 2,500 meters as follows:**

- Year 1 - \$3,200 for Training  
(Annual Fee of \$3,800 is waived for Year 1)
- Year 2 - \$3,800 Annual Fee, Less 15%, - \$3,230
- Year 3 - \$3,800 Annual Fee

**Plus applicable taxes;**

**AND FURTHER BE IT RESOLVED THAT** the CAO be authorized to enter into the Contract prior to **December 31, 2019;**

**AND FURTHER BE IT RESOLVED THAT** the cost for Year 1 be included in the **2020 Financial Plan.** **(Carried)**

6. Central Interlake Chamber of Commerce  
\* Request for Reimbursement of Bison Fire Protection Invoice  
**Re:** Annual Inspection – Arborg Kinsmen Centre  
Discussion: Consensus of Council – Matter for discussion between CICC and the landlord of the building. CAO to respond. (Received as Information)
7. The Manitoba Water Services Board  
\* Request for Technical and Financial Support for Study  
**Re:** Extension of Water & Sewer Mains to Unserviced Areas Within Arborg

**335-2019****Johnston/Thorsteinson**

**BE IT RESOLVED THAT** the *Manitoba Water Service Board* be requested to provide Technical and Financial Support to carry out an Engineering Study with respect to extension of the Water & Sewer Utility to unserviced areas within the Town of Arborg.

**(Carried)**

**13. CHIEF ADMINISTRATIVE OFFICER'S REPORT****Lorraine reported on:**

- MB150 Grant Announcement – delayed until January 31<sup>st</sup>, 2020
- Rec Committee Review Meeting
- Christmas Dinner Venue

**336-2019****Thorsteinson/Rogowsky**

**BE IT RESOLVED THAT** the following contribution be authorized for payment to the **Royal Canadian Legion Arborg Branch #161**, in lieu of rent of the premises for the Town's Christmas Party held on December 8, 2019 - **\$100.00.** **(Carried)**

**14. MAYOR AND COUNCILLORS' REPORTS**

All members of Council present, and the CAO, attended the AMM Convention.

**Councillor Ron Johnston reported on:**

- Attendance at the following;
  - MCDA AGM
  - EICD AGM
- Old Tyme Christmas

**Councillor Ron Rogowsky reported on:**

- Attendance at the following;
  - CFEI Meeting
  - CFEI Round Table, Fisher River
  - Chamber Gala
  - ITA Meeting
- Old Tyme Christmas

**14. MAYOR AND COUNCILLORS' REPORTS - cont'd**

**Councillor Rob Thorsteinson reported on:**

- Attendance at the following meeting;
  - Library Board
  - EIPD
  - ASHC
- ABF&ES Presentation

**Mayor Peter Dueck reported on:**

- Attendance at the following;
  - CFEI Round Table, Fisher River
  - Chamber Gala
  - Town Christmas Dinner
  - ASHC Meeting
- Upcoming IISS Christmas Party
- Town Christmas Dinner
- ABF&ES Presentation

**15. COMMITTEE OF THE WHOLE**

1. Arborg Bifrost-Riverton Recreation Commission Sub Committee
  - \* Draft Memorandum of Understanding Between the Town of Arborg and the Municipality of Bifrost-Riverton
  - Re:** Development of a *Recreation Master Plan*
2. Public Works Equipment
  - \* Grader
3. Councillor John Crackle
  - \* Correspondence (x2) for Council's Consideration
4. Review of Resumes Received
  - Re:** CAO Position

**337-2019 Rogowsky/Johnston**  
**BE IT RESOLVED THAT** Council go into Committee of the Whole. **(Carried)**

**338-2019 Rogowsky/Thorsteinson**  
**BE IT RESOLVED THAT** Council go out of Committee of the Whole and re-convene into Regular Meeting. **(Carried)**

1. Arborg Bifrost-Riverton Recreation Commission Sub Committee
  - \* Draft Memorandum of Understanding Between the Town of Arborg and the Municipality of Bifrost-Riverton
  - Re:** Development of a *Recreation Master Plan* **(Held Over)**

2. Public Works Equipment
  - \* Grader

**339-2019 Thorsteinson/Rogowsky**  
**WHEREAS, By-law No. 8-2018**, being "*The Town of Arborg Procedures By-law*", states as follows:  
*8.5 The council shall observe a curfew whereby the item on the agenda under discussion at 2:00 P.M. will be the last item dealt with on that day unless by majority vote the council decides to extend the time of adjournment.*

**AND WHEREAS**, the following completion of the matter under discussion at 2:00 p.m., items on the Agenda remain to be discussed;

**THEREFORE BE IT RESOLVED** Council Members present unanimously agree to extend the time of adjournment. **(Carried)**

3. Councillor John Crackle
  - \* Correspondence (x2) for Council's Consideration

**340-2019 Rogowsky/Johnston**  
**BE IT RESOLVED THAT** Staff Members each be given a **\$100.00** Gift Card as a Christmas Bonus. **(Carried)**

**15. COMMITTEE OF THE WHOLE – cont'd**

**341-2019 Thorsteinson/Johnston**  
**BE IT RESOLVED THAT Councillor John Crackle** be reimbursed for the purchase of Christmas Rope Lights in the amount of **\$83.90**. **(Carried)**

4. Review of Resumes Received  
**Re:** CAO Position  
Review was completed; Applicants selected for interview.

**16. ADJOURNMENT – 2:45 P.M.**

**342-2019 Thorsteinson/Johnston**  
**BE IT RESOLVED THAT** Council do now adjourn to meet again in Arborg on **January 8<sup>th</sup>, 2020**. **(Carried)**

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**Peter Dueck**  
Mayor

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**Lorraine Bardarson**  
Chief Administrative Officer