

**TOWN OF ARBORG  
REGULAR MEETING OF COUNCIL  
December 9, 2015**

**1. CALL MEETING TO ORDER: 9:00 A.M.**

Mayor Randy Sigurdson called the Meeting to order at **9:00 A.M.**

**Present:** Mayor Randy Sigurdson; Deputy Mayor Rob Thorsteinson

**Councillors:** Vivian Leduchowski and Larry Speiss

**Also Present:** Lorraine Bardarson, Chief Administrative Officer

**Absent With Regrets:** Councillor Susan Bauernhuber

**2. APPROVAL OF AGENDA**

**325-2015 Thorsteinson/Speiss**

**BE IT RESOLVED THAT** the Agenda be adopted as present. **(Carried)**

**3. CONFIRMATION OF MINUTES**

1. Regular Meeting - November 18, 2015

**326-2015 Leduchowski/Thorsteinson**

**BE IT RESOLVED THAT** the Minutes of the following Meeting be adopted as read:

**Regular Meeting - November 18, 2015**

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

**4. BUSINESS ARISING FROM MINUTES**

**5. DELEGATIONS**

1. **9:15 A.M. Arborg Track Committee**  
**(Tom Chwaliboga; Judy Nichol; Randy Semenek; Arlene Perry)**  
**Re: Track Construction – Costs Incurred Over Bid Price**

The Arborg Track Committee did not attend the meeting as they are waiting for further information from ESD.

2. **9:30 A.M. Pat McCallum, Economic Development Officer**  
**Arborg-Bifrost Community Development Corporation;**  
**Owen Eyolfson, Chair, Arborg & District Chamber of Commerce**  
**Re: Proposal for an Education & Training Facility in Arborg by Fieldstone**  
**Ventures, Arborg & District Chamber of Commerce and Arborg Bifrost**  
**Community Development Corporation**

Pat MaCallum and Owen Eyolfson were welcomed to the meeting by Mayor Randy Sigurdson. Future plans for the implementation of an Adult Education facility in the former Kinsmen building, offering courses pertinent to the employments needs for the proposed PCH were outlined by Pat. This included grant applications for necessary renovations and the need for office space for Fieldstone Ventures. Evergreen School Division has expressed an interest in partnering in the venture. All would need to be discussed with the Municipality of Bifrost-Riverton, including the creation of sub-committees.

Owen presented Council with the idea of the Chamber of Commerce overseeing the Age Friendly building as well where they could create their home base, which would include the hiring of a manager for the education facility who would also work for the Chamber as well.

Thanked by Mayor Sigurdson for their presentation, both delegates left the meeting.

**6. CORRESPONDENCE**

1. Honourable Drew Caldwell, Minister of Municipal Government  
a) *2013 Statistical Information for Municipalities in the Province of Manitoba*  
b) Municipal Road and Bridge Program  
\* Grant Payment Received - \$60,000  
Re: Ardal Street Reconstruction Project **(All Received as Information)**

6. **CORRESPONDENCE – cont'd**

2. Association of Manitoba Municipalities
  - a) November 24<sup>th</sup>, 2015 News Releases
    - i) *Cities discuss common ground during AMM Convention*
    - ii) *Municipalities call for \$25M PST rebate*
  - b) News Bulletin ~ December 4, 2015 (All Received as Information)
3. Western Financial Group
  - \* Association of Manitoba Municipalities Group Health & Dental Insurance Program ~ Annual Renewal – January 1, 2016 (Received as information)
4. Federation of Canadian Municipalities (FCM)
  - \* *Unity Strength Collaboration Join the National Municipal Movement*
    - a) Letter from Raymond Louie FCM President Requesting Membership Renewal with FCM for 2016-17
    - b) Brochure
    - c) Invoice – FCM Membership Fee for April 1, 2016 to March 3, 2017

**327-2015**

**Thorsteinson/Leduchowski**

**BE IT RESOLVED THAT** the Town of Arborg renew its Membership with the *Federation of Canadian Municipalities* from April 1<sup>st</sup>, 2016 to March 31<sup>st</sup>, 2017;

**AND FURTHER BE IT RESOLVED THAT** the Membership Fee in the amount of **\$304.16** be authorized for payment in March, 2016. (Carried)

5. Manitoba Hydro
  - \* Sewer Line Cross Bore (Received as Information)
6. Interlake-Eastern Regional Health Authority
  - \* Minutes from Board of Directors Meeting ~ Thursday, October 22, 2015 (Received as Information)
7. Manitoba Planning Conference
  - \* *Envisioning Manitoba: Building Futures Together*  
~ May 18-20, 2016 ~ Victoria Inn Hotel & Convention Centre, Brandon, MB (Received as Information)
8. Tom Chwaliboga, Recreation Director Arborg Bifrost Parks & Recreation Commission
  - \* Request for a Letter of Support to Accompany Home Town Grant Application

**328-2015**

**Leduchowski/Speiss**

**BE IT RESOLVED THAT** the Town of Arborg offer a **Letter of Support** to accompany the **Home Town Grant Application** being submitted by the **Arborg Bifrost Parks & Recreation Commission**. (Carried)

9. Candace Koomen
  - \* Letter of Resignation as a Town of Arborg Representative for the Arborg-Bifrost Parks & Recreation Commission Board

**329-2015**

**Thorsteinson/Leduchowski**

**BE IT RESOLVED THAT** the *Letter of Resignation* received from **Candace Koomen**, Citizen Representative for the Town of Arborg on the Arborg-Bifrost Parks & Recreation Commission Board, be accepted. (Carried)

10. Maureen & Steve Pochailo 624 Greenwood Avenue
  - \* Clearing of Back Lane Between Greenwood and Woodfield Avenues  
Discussion: Public Works Personnel will be requested to inspect the site. (Held Over)
11. Newsletters and Reports:
  - a) Manitoba Government News Releases  
~ November 20<sup>th</sup> & 24<sup>th</sup> and December 7<sup>th</sup> & 8<sup>th</sup>, 2015
  - b) Workers Compensation Board of Manitoba
    - \* WCB insider ~ December 2015
  - c) *InfraStructure* ~ November 2015 (All Received as Information)

7. **PUBLIC HEARINGS - Nil**

**8. FINANCIAL BUSINESS**

1. Financial Statement – November, 2015

**330-2015 Speiss/Thorsteinson**  
**BE IT RESOLVED THAT the November, 2015 Financial Statement** be adopted as presented. **(Carried)**

2. List of Accounts for Approval

**331-2015 Leduchowski/ Speiss**  
**BE IT RESOLVED THAT** the accounts (Cheque No. 7106 to No. 7161), in the total amount of **\$133,365.54**, be approved for payment. **(Carried)**

3. Accounts for Payment:

- a) Arborg-Bifrost Parks & Recreation Commission
  - \* 2015 Garden Club Expenses

**332-2015 Thorsteinson/ Leduchowski**  
**BE IT RESOLVED THAT**, as per the 2015 Financial Plan, funding in the amount of **\$4,314.56** be paid to the **Arborg-Bifrost Parks and Recreation Commission** with respect to the **2015 Garden Club Activities**. **(Carried)**

- b) Western Canada Water & Constituent Organizations
  - \* 2016 Membership Renewal Invoices (\$55.13 x 3 PW Employees)

**333-2015 Leduchowski/Speiss**  
**BE IT RESOLVED THAT** membership to the *Manitoba Water and Wastewater Association* be renewed for **2016** for Public Works Personnel **Bruce Swanson, Marcel Sutyła 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)**

- c) Neptune Technology Group (Canada) Limited
  - \* 2016 Hardware and Software Extended Maintenance Agreement

**334-2015 Thorsteinson/Leduchowski**  
**BE IT RESOLVED THAT** the Town of Arborg enter into the *2016 Hardware and Software Extended Maintenance Agreement* with **Neptune Technology Group (Canada) Limited** with respect to the **Neptune Mobile and Handheld Meter Reading System;**

**AND FURTHER BE IT RESOLVED THAT** the cost of **\$4,746.00**, including applicable taxes, be authorized for payment. **(Carried)**

3. Interim Budget – 2016

**335-2015 Thorsteinson/Speiss**  
**WHEREAS**, in accordance with Section 163 of *The Municipal Act*, the Council of Town of Arborg has made an **Interim Budget** of all Operating and Capital Expenditures of the Municipality for the period of January 1, 2016 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	100,000.00
Public Health and Welfare Services	40,000.00
Environmental Development Services	30,000.00
Economic Development Services	50,000.00
Recreation and Cultural Services	180,000.00
Fiscal Services	<u>200,000.00</u>
	<b>\$1,325,000.00</b>

<b>Capital Requirements</b>	<b>\$300,000.00</b>	
<b>Utility Operating Requirements</b>	<b>\$500,000.00</b>	
<b>Utility Capital Requirements</b>	<b>\$750,000.00</b>	<b>(Carried)</b>

**9. BY-LAWS FOR CONSIDERATION**

- 1. **By-law No. 5-2015** A By-Law of the Town of Arborg to Provide Remuneration for its Mayor and Councillors (First & Second Readings)

**336-2015 Leduchowski/Speiss**  
**BE IT RESOLVED THAT *By-law No.5-2015***, a By-law of the Town of Arborg to *Provide for Remuneration for its Mayor and Councillors*, be read for the first time.  
**(Carried)**

**337-2015 Leduchowski/Thorsteinson**  
**BE IT RESOLVED THAT *By-law No.5-2015***, a By-law of the Town of Arborg to **Provide for Remuneration for its Mayor and Councillors**, be read for a second time.  
**(Carried)**

- 2. **By-law No. 6-2015** A By-law of the Town of Arborg to Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2015

**338-2015 Leduchowski/Thorsteinson**  
**BE IT RESOLVED THAT *By-law No. 6-2015***, a By-law of the Town of Arborg to *Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2016*, be read a first time.  
**(Carried)**

**339-2015 Thorsteinson/Speiss**  
**BE IT RESOLVED THAT *By-law No.6-2015***, a By-law of the Town of Arborg to *Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2016*, be read for a second time.  
**(Carried)**

**10. BUSINESS ARISING FROM DELEGATIONS**

- 1. Arborg Track Committee  
 Re: Track Construction – Costs Incurred Over Bid Price  
 Discussion: A second letter, signed by the Mayor, will be forwarded to Tetra Tech Engineering regarding the Paving Project Engineering concerns, and an invitation will be extended to again meet with the firm.
- 2. Fieldstone Ventures, Arborg & District Chamber of Commerce and Arborg Bifrost Community Development Corporation  
**Re:** Proposal for an Education & Training Facility in Arborg **(Held Over)**

**11. UNFINISHED BUSINESS - Nil**

**12. NEW AND OTHER BUSINESS**

- 1. Cancellation of Uncollectible Accounts
  - a) Insurance Premiums (2014-15; 2015-16)

**340-2015 Thorsteinson/Speiss**  
**BE IT RESOLVED THAT** the cancellation of the following outstanding Miscellaneous Account Receivable be authorized:

	Amount
<b>Kinsmen Building Insurance (2014-15; 2015-16 )</b>	<b>\$1,899.10</b>

**(Carried)**

- b) Water and Sewer Account

**341-2015 Leduchowski/Thorsteinson**  
**BE IT RESOLVED THAT** Council authorize the cancellation of the following outstanding Sewer and Water Account:

BILL ID.		Amount
17450.0	Lot 10 Mobile Home Park	<b>\$49.20</b>

**(Carried)**

**12. NEW AND OTHER BUSINESS – cont’d**

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

**342-2015**

**Speiss/Leduchowski**

**BE IT RESOLVED THAT** Council authorize the addition of the following outstanding Sewer and Water Consumer Accounts to the Tax Roll:

	<b>Bill ID</b>	<b>Roll No.</b>	<b>Total</b>
1	28.0	11000.0	\$ 204.76
2	39.1	15700.0	\$ 379.62
3	5200.1	5200.0	\$ 93.37
5	11100.1	11100.0	\$ 61.39
6	11600.0	11600.0	\$ 212.41
7	12100.1	12100.0	\$ 273.48
8	13400.0	13400.0	\$ 303.60
9	13500.1	13500.0	\$ 273.36
10	16200.2	16200.0	\$ 221.52
11	21215.1	21215.0	\$ 621.37
12	23700.0	23700.0	\$ 98.71
13	23820.0	23820.0	\$ 167.94
14	25300.0	25300.0	\$ 729.52
15	30100.0	30100.0	\$ 193.46
16	30800.5	30800.5	\$ 329.22
17	36600.2	36600.0	\$ 60.84
18	36600.3	36600.0	\$ 63.01
19	37200.1	37200.0	\$ 179.95
20	39400.0	39400.0	\$ 164.11
21	41600.1	41600.0	\$ 220.49
22	55500.0	55500.0	\$ 273.71
		<b>Total</b>	<b>\$ 5,125.84</b>

(Carried)

3. Review of Quotes  
 \* Safety Clothing for Public Works Department

The following quotes were reviewed:

<i>High Visibility/Fire Resistant/Insulated</i>	<b>TDM Sports</b>	<b>Arborg Livestock Supply</b>
Bomber Jackets	\$389.00	\$349.00
Bib Overalls	\$399.00	\$359.00

\*All applicable taxes extra; Logo available from TDM only \$10.00

**343-2015**

**Thorsteinson/Speiss**

**BE IT RESOLVED THAT** quote received from **Arborg Livestock Supply** for the following purchases for Arborg’s Public Works Employees be authorized:

**Lined High Visibility Work Bibs - \$359.00 ea**  
**Lined High Visibility Work Jackets - \$349.00 ea**  
 Plus applicable taxes. (Carried)

4. GD Consulting Services Inc.  
 \* Quote for Water Treatment Plant Magnetic Flowmeter Replacement (Proposed 2016 Project)

**344-2015**

**Thorsteinson/Leduchowski**

**BE IT RESOLVED THAT** the quote received from **GD Consulting Services Inc.** (Gary Doel), in the amount of **\$8,239.00**, plus applicable taxes, be accepted to supply, install, configure and commission a Magnetic Flowmeter to replace the existing F & P Distribution Flowmeter in the Town of Arborg Water Treatment Plant. (Carried)

**12. NEW AND OTHER BUSINESS - cont'd**

5. 2016 Rental Fees
  - a) Mobile Home Park

**345-2015 Leduchowski/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, 2016**, lot rental fee at **Arborg's Mobile Home Park** be increased from \$110.00 to **\$120.00**. **(Carried)**

- b) Age Friendly Building (Belton Hearing Care Centre) **(Held Over)**

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

- AMM Convention
- Proposed PCH Public Forum
- Gimli/Armstrong/Fisher Proposed PCH Information Session
- Watermain Construction Meeting
- Proposed Municipal Development Plan

**14. MAYOR AND COUNCILLORS' REPORTS**

All Members of Council attended the AMM Convention

**Councillor Vivian Leduchowski reported on:**

- Attendance at the following Meetings
  - Proposed PCH Public Forum
  - Bifrost-Riverton Drainage Public Hearing
  - Seniors Engagement Workshop

**Councillor Larry Speiss reported on:**

- Attendance at the following meetings:
  - Provincial Veterinary Commission
  - Library Board
  - ISS – Refugee

**Deputy Mayor Rob Thorsteinson reported on:**

- Attendance at the following meetings
  - BAR Waste
  - Proposed PCH Public Forum
  - Watermain Renewal
  - Drainage Public Hearing
- Walking Bridge Plans

**Mayor Randy Sigurdson reported on:**

- Attendance at the following meetings
  - Proposed PCH
    - Public Forum
    - Gimli/Armstrong/Fisher Information Session
  - ASHC
  - Bifrost-Riverton Drainage Public Hearing
- Parade of Lights / Outdoor Stage Grand Opening

**15. COMMITTEE OF THE WHOLE**

1. Letter from Concerned Business Owner  
Re: Use of Lots 8/9 Block 2 Plan 1542

**346-2015 Thorsteinson/Speiss**

**BE IT RESOLVED THAT** Council go into Committee of the Whole. **(Carried)**

**347-2015 Thorsteinson/Speiss**

**BE IT RESOLVED THAT** Council go out of Committee of the Whole and reconvene into Regular Meeting. **(Carried)**

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

1. Letter from Concerned Business Owner  
Re: Use of Lots 8/9 Block 2 Plan 1542  
Discussion: The CAO was requested to write a letter to the owner of the property in question regarding the concerns received by the Town Office.

**16. ADJOURNMENT – 11:50 A.M.**

**348-2015 Leduchowski/Speiss**  
**BE IT RESOLVED THAT** Council do now adjourn to meet again in Arborg on **January 13<sup>th</sup>, 2016.** **(Carried)**

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**Rob Thorsteinson**  
**Deputy Mayor**

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**Lorraine Bardarson**  
**Chief Administrative Officer**