

**TOWN OF ARBORG
REGULAR MEETING OF COUNCIL
December 14, 2016**

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: Susan Bauernhuber, Vivian Leduchowski and Larry Speiss
Also Present: Lorraine Bardarson, Chief Administrative Officer
2. **APPROVAL OF AGENDA**
 - 314-2016 **Thorsteinson/Speiss**
BE IT RESOLVED THAT the Agenda be adopted as presented. **(Carried)**
3. **CONFIRMATION OF MINUTES**
 1. Special Meeting - November 30, 2016
 - 315-2016 **Bauernhuber/Leduchowski**
BE IT RESOLVED THAT the Minutes of the following Meetings be adopted as read:
Special Meeting - November 30, 2016

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. Association of Manitoba Municipalities
 - a) News Bulletin ~ November 30, 2016
 - b) AMM Annual Report for the Fiscal Year September 1, 2015 to August 31, 2016
(All Received as Information)
 2. Western Financial Group
 - * Association of Manitoba Municipalities Group Health & Dental Insurance Program ~ Annual Renewal – January 1, 2017 (Received as Information)
 3. Federation of Canadian Municipalities (FCM)
 - a) Letter from Marvin Plett (Councillor City of Winkler), FCM Board Member
 - b) Invoice – FCM Membership Fee for April 1, 2017 to March 31, 2018
(All Received as Information)
 4. ADT Canada
 - * Increase in Monitoring Services Rate Effective January 1, 2017
(Received as Information)
 5. Ronald McDonald House Charities Manitoba
 - * Request for Support (Received as Information)
 6. Government of Canada
 - * Call for Nomination for Canada's Volunteer Awards
(Received as Information)
 7. Mike Gagne, Director of Operations
Manitoba Infrastructure Emergency Measures Organization
 - * Manitoba Emergency Management Training – Online
(Received as Information)
 8. Multi-Material Stewardship Manitoba (MMSM)
 - * 2017 Municipal Payments (Received as Information)
 - * Recycling Guide

Discussion: To be included in next Utility Billing.
 9. Newsletters and Reports:
 - a) Manitoba Government News Releases
~ November 24th and December 6th, 2016
 - b) *InfraStructure* ~ November 2016 (All Received as Information)

7. PUBLIC HEARINGS - Nil

8. FINANCIAL BUSINESS

1. Financial Statement – November, 2016
316-2016 Thorsteinson/Leduchowski
BE IT RESOLVED THAT the November, 2016 Financial Statement be adopted as presented. **(Carried)**

2. List of Accounts for Approval
317-2016 Bauernhuber/Speiss
BE IT RESOLVED THAT the accounts (Cheque No. 8098 to No.8216), in the total amount of **\$298,292.26** be approved for payment. **(Carried)**

3. Accounts for Payment:
 a) Arborg-Bifrost Parks & Recreation Commission
 * 2016 Garden Club Expenses
318-2016 Thorsteinson/Bauernhuber
BE IT RESOLVED THAT, as per the 2016 Financial Plan, funding in the amount of **\$5,000** be paid to the *Arborg-Bifrost Parks and Recreation Commission* with respect to the **2016 Garden Club Activities.** **(Carried)**

4. Interim Budget – 2017
319-2016 Thorsteinson/Bauernhuber
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, 2017 until the adoption of the Annual Estimates;

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

<u>Operating Requirements:</u>			
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			40,000.00
Recreation and Cultural Services			180,000.00
Fiscal Services			<u>200,000.00</u>
			\$1,270,000.00
Capital Requirements			\$200,000.00
Utility Operating Requirements			\$500,000.00
Utility Capital Requirements			\$300,000.00
			(Carried)

9. BY-LAWS FOR CONSIDERATION

1. **By-law No. 7-2016** Being a By-law to Authorize the Town of Arborg to Enter into a Lease Agreement with IOS Financial Services for a Ricoh MP C3504 Digital Copier System

320-2016 Bauernhuber/Leduchowski
BE IT RESOLVED THAT *By-law No. 7-2016*, a By-law of the Town of Arborg to **Enter into a Lease Agreement with RFS Canada for a Ricoh MP C3504 Digital Copier System**, be read a second time. **(Carried)**

321-2016 Speiss/Thorsteinson
BE IT RESOLVED THAT *By-law No. 7-2016*, a By-law of the Town of Arborg to **Enter into a Lease Agreement with RFS Canada for a Ricoh MP C3504 Digital Copier System**, be read a third time and finally passed.

9. BY-LAWS FOR CONSIDERATION – cont'd**1. By-law No. 7-2016 - cont'd**

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 Vivian Leduchowski	-	Voted in Favour	
Councillor Susan Bauernhuber	-	Voted in Favour	
Councillor Larry Speiss	-	Voted in Favour	(Carried)

2. By-law No. 8-2016 A By-Law of the Town of Arborg to Provide Remuneration for its Mayor and Councillors**322-2016 Thorsteinson/Speiss**

BE IT RESOLVED THAT *By-law No. 8-2016*, a By-law of the Town of Arborg to *Provide for Remuneration for its Mayor and Councillors*, be read a second time. **(Carried)**

323-2016 Leduchowski/Bauernhuber

BE IT RESOLVED THAT *By-law No. 8-2016*, a By-law of the Town of Arborg to *Provide for Remuneration for its Mayor and Councillors*, re 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 Vivian Leduchowski	-	Voted in Favour	
Councillor Susan Bauernhuber	-	Voted in Favour	
Councillor Larry Speiss	-	Voted in Favour	(Carried)

3. By-law No. 9-2016 A By-law of the Town of Arborg to Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2017**324-2016 Bauernhuber/Leduchowski**

BE IT RESOLVED THAT *By-law No. 9-2016*, a By-law of the Town of Arborg to *Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2017*, be read a second time. **(Carried)**

325-2016 Speiss/Thorsteinson

BE IT RESOLVED THAT *By-law No. 9-2016*, a By-law of the Town of Arborg to *Set Annual Salaries for Employees and to Establish Hourly Rates for Casual Labour in 2017*, 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 Vivian Leduchowski	-	Voted in Favour	
Councillor Susan Bauernhuber	-	Voted in Favour	
Councillor Larry Speiss	-	Voted in Favour	(Carried)

5. DELEGATIONS**1. 9:45 A.M. Cpl. David Spakowski and Cst. Stephan Manaignre
Arborg RCMP Detachment
Re: Introduction of Arborg Detachment Members**

Joined by Staff Sgt. Rob Gray, Cpl. Spakowski and Cst. Manaignre were welcomed to the meeting by Mayor Sigurdson.

The Arborg Detachment now has a full complement of members. Cpl. Spakowski will be providing member introduction in the coming months.

The RCMP have been preparing for fentanyl influx. All information they have received has been forwarded to Fire Departments and Schools.

Community safety is a priority and monitoring and enforcing school zone speed limits is one of these initiatives to assist in ensuring a safer community.

MPI provides funding for snowmobile patrols and enforcement. All school children aged 7+ are presented with safety information on the use of ATVs, snow mobiles, etc.

Thanked by Mayor Sigurdson for their attendance, the 3 members left the meeting.

10. BUSINESS ARISING FROM DELEGATIONS

- 1. Cpl. David Spakowski and Cst. Stephan Manaire
Arborg RCMP Detachment (Received As Information)

11. UNFINISHED BUSINESS - Nil

- 1. Ricoh
* Purchase Information
Re: eCopy PDF Pro

326-2016

Speiss/Leduchowski

BE IT RESOLVED THAT the following purchase be authorized from **Ricoh Canada Inc.;**

**2 – eCopy PDF Pro Office (includes user license with one year maintenance and service)
2 single user versions x \$245.00 ea. = \$490.00 plus applicable taxes. (Carried)**

- 2. Eastern Interlake Planning District
* Order No: 02-2016 Public Hearing – December 1, 2016
Re: By-law No. 5-2016 of the Town of Arborg to Amend The Town of Arborg Zoning By-law No. 6-2011, as amended, to Rezone Lot 3 Plan 45459 from “RG” Residential General Zone to “RM” Residential Multiple Zone
(Received as Information)

12. NEW AND OTHER BUSINESS

- 1. Upali De Silva, P. Eng., Traffic Systems Engineer
Manitoba Infrastructure Engineering & Operations Traffic Engineering Branch
* Replacement of Community Service Signs/Symbols – Arborg Exit 1 km,
PTH 7 North Bound (NB) & PTH 68 East/West Bound (EB/WB)

327-2016

Bauernhuber/Leduchowski

WHEREAS Manitoba Infrastructure Engineering & Operations has observed that the **Community Services Signs – Arborg Exit 1 km, on PTH 7 North Bound & PTH 68 East Bound/West Bound** need replacement as they have exceeded their normal lifespan;

AND WHEREAS the Department installs these signs on a cost sharing basis with the respective municipality/city town as per Policy/Standard No. 100-D-5;

THEREFORE BE IT RESOLVED THAT Council agrees to cost share on the following signage replacement:

Service Signs / Symbols Need Replacement			Roadway	Location	Arborg's Cost	
Sign	Service Symbols (10)	No.				
Arborg Exit 1 km	Fuel; Food; Accommodation; Recreation Centre; Library; Water Slide; Laundromat; Trailer Dumping Station; Police; Hospital	3 signs plus 2 rows of symbols for each sign	PTH 7 NB & PTH 68 EB & WB	1 Km from Arborg Exit	\$3,000.00	
					GST	\$ 150.00
					Total	\$3,150.00

(Carried)

- 2. Cancellation of Uncollectible Account
* Water and Sewer Account
The CAO reported an owner of a mobile home in the MHP Park has a tenant who has incurred Water & Sewer Utility Billings which remain outstanding.
Discussion: Consensus of Council: The outstanding billings are to be forwarded to owner of the mobile home for collection.

12. NEW AND OTHER BUSINESS - cont'd

- 3. Transfer of Outstanding Water and Sewer Accounts to the Tax Roll
328-2016 Thorsteinson/Speiss

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	28.3	11000.0	\$ 16.73
2	39.2	16200.0	\$ 85.01
3	39.3	16200.0	\$172.01
4	5200.1	5200.0	\$407.76
5	9100.12	9100.0	\$ 89.24
6	12100.0	12100.0	\$297.86
7	16200.2	16200.0	\$157.73
8	21215.0	21215.0	\$953.80
9	\$21560.2	21560.0	\$ 41.28
10	22600.0	22600.0	\$199.41
11	26900.0	26900.0	\$208.52
12	30800.0	30800.0	\$236.17
13	30900.0	30900.0	\$221.67
14	37500.2	37500.0	\$ 72.73
15	39400.0	39400.0	\$162.64
16	41600.0	41600.0	\$232.12
17	55500.0	55500.0	\$283.68
	Total		\$3,838.36

(Carried)

- 4. 2017 Mobile Home Park Rental Fees

329-2016 Speiss/Leduchowski

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, 2017**, lot rental fee at **Arborg’s Mobile Home Park** be increased from \$120.00 to **\$130.00**. **(Carried)**

- 5. 2017 Tax Sale
 - a) Designate Tax Sale Year

330-2016 Bauernhuber/Thorsteinson

BE IT RESOLVED THAT Council designate the year 2016 for Tax Sale purposes, which specifies that any taxes in arrears for the year 2015 and earlier may be sold at a Public Auction in 2017. **(Carried)**

- b) Establish Date for 2017 Tax Sale

331-2016 Leduchowski/Thorsteinson

BE IT RESOLVED THAT the Town of Arborg **Tax Sale Auction** date be set for **October 11th, 2017** at **10 A.M.** **(Carried)**

- c) TAXervice
 - i) Engagement Letter Renewal for 2017
Re: Property Tax Arrears Recovery

332-2016 Speiss/Thorsteinson

BE IT RESOLVED THAT the management of the *2017 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)**

13. CHIEF ADMINISTRATIVE OFFICER’S REPORT

Lorraine reported on:

- Town of Arborg Christmas Dinner

333-2016

Thorsteinson/Speiss

BE IT RESOLVED THAT a contribution, in the amount of **\$100.00**, 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 to be held on December 18, 2016.

(Carried)

14. MAYOR AND COUNCILLORS’ REPORTS

Councillor Rob Thorsteinson reported on:

- Attendance at the following meetings
 - Fire Committee
 - EIPD
 - BAR Waste

Councillor Larry Speiss reported on:

- Attendance at the following
 - Vet Board Meeting
 - IISS Christmas Party
 - Arborg Bifrost Parks & Recreation Meeting
- Unable to attend Library Board meeting

Councillor Vivian Leduchowski reported on:

- Attendance at the following
 - Fire Committee Meeting
 - EIPD Meeting

Councillor Susan Bauernhuber reported on:

- Attendance at the following
 - MCDA Conference
 - EICD AGM
- Canada 150 Committee News Release

334-2016

Bauernhuber/Leduchowski

BE IT RESOLVED THAT the Town of Arborg issue a **News Release** in **The Express Weekly News** with respect to its participation in the **Canada 150 Community Leaders Network**;

AND FURTHER BE IT RESOLVED THAT the cost of the News Release be authorized for payment. **(Carried)**

Mayor Randy Sigurdson had no report.

15. COMMITTEE OF THE WHOLE

335-2016

Thorsteinson/Speiss

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

336-2016

Leduchowski/Bauernhuber

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

16. ADJOURNMENT – 12:05 P.M.

337-2016

Speiss/Thorsteinson

BE IT RESOLVED THAT Council do now adjourn to meet again in Arborg on **January 11th, 2017**. **(Carried)**

Rob Thorsteinson
Deputy Mayor

Lorraine Bardarson
Chief Administrative Officer