

**TOWN OF ARBROG
SPECIAL MEETING OF COUNCIL
January 27th, 2021**

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: John Crackle, Ron Rogowsky and Rob Thorsteinson
Also Present: Cindy Stansell, Chief Administrative Officer

2. **APPROVAL OF AGENDA**

16-2021 **Johnston/Rogowsky**
BE IT RESOLVED THAT the Agenda be adopted as presented. **(Carried)**

3. **CONFIRMATION OF MINUTES**

1. Regular Meeting – January 13th, 2021

17-2021 **Thorsteinson/Crackle**
BE IT RESOLVED THAT the Minutes of the following Meeting be adopted as read:
Regular Meeting – January 13th, 2021

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. 9:00 A.M. - Brendan Salakoh & Jeff Pratte, Landmark Planning & Design via Zoom Video-Conferencing
* Recreation Review
Mayor Dueck welcomed Brendan & Jeff to the meeting. Brendan outlined the project and how it was progressing. Council asked questions. Following the discussion, Council thanked Brendan and Jeff for attending and the virtual meeting was ended.

6. **CORRESPONDENCE**

1. Honourable Heather Stefanson, Minister Manitoba Health, Senior Care
* Thank You **(Received as Information)**

2. Honourable Blaine Pederson, Minister Agriculture and Resource Development
* Dutch Elm Disease Management Program Grant Agreement **(Received as Information)**

3. Province of Manitoba, News Release
* Building Sustainable Communities Grants **(Received as Information)**

4. Municipal Relations
* Municipal Enforcement Support Program **(Received as Information)**

5. Geoff Bowlby - Director General, Census Management Office Statistics Canada
* 2021 Census of Population

- 18-2021 **Rogowsky/Thorsteinson**
WHEREAS Statistics Canada will be conducting a 2021 census throughout Canada;

AND WHEREAS in response to the COVID-19 pandemic, Statistics Canada has adapted to ensure that the 2021 Census is conducted throughout the country in the best possible way, using a safe and secure approach;

AND WHEREAS accurate and complete census data support programs and services that benefit our community;

THEREFORE BE IT RESOLVED THAT the Council of the Town of Arborg supports the 2021 Census, and encourages all residents to complete their census questionnaire online. **(Carried)**

6. Peter Julian, MP – NDP House Leader
* Bill C-213 **(Received as Information)**

6. CORRESPONDENCE – cont’d

- 7. Eugene Zalevich – Community Futures East Interlake
* Build Interlake Growth Regionally Grant (Received as Information)
- 8. S/Sgt. R. Gray – R.C.M.P.
 - a) Annual Mayor’s Report, January 1st – December 31st, 2020
 - b) Quarterly Mayor’s Report, October 1st – December 31st, 2020
 - c) Quarterly Municipal and Rural Reporting, October 1st – December 31st, 2020 (All Received as Information)
- 9. Kym Edinborough – Capuska - Peacepipe Family Wellness Centre
* Request for Funding (Received as Information)

7. PUBLIC HEARINGS – Nil

8. FINANCIAL BUSINESS - Nil

9. BY-LAWS FOR CONSIDERATION

10. BUSINESS ARISING FROM DELEGATIONS - Nil

11. UNFINISHED BUSINESS

- 1. AMM Municipal Virtual Visit – February 16th, 2021
* Topics for Discussion
Discussion: Council discussed topics they would like to discuss. CAO to forward list of topics to AMM.

12. NEW AND OTHER BUSINESS

- 1. Travis Parsons, General Manager – Manitoba Water Services Board
* Water and Sewer Program

19-2021 Thorsteinson/Crackle

BE IT RESOLVED THAT the Town of Arborg complete the *Five (5) Year Core Infrastructure Renewal Plan*, for submission to the Manitoba Water Services Board, identifying water and sewer projects that the Town may consider over the next 2 to 4 years. (Carried)

- 2. Review of Quotes
a) Postage System

20-2021 Johnston/Rogowsky

BE IT RESOLVED THAT the Town Office Postage Meter be upgraded to a **Send Pro C Series Manual Feed System** to include:

- 2.5 kg scale
- Custom return address plate
- In-line sealer
- 100 account/sub account tracking
- Speed of 50 letters per minute
- Service
- One free ink cartridge
- Wifi option
- Letter rate software updated
- Shipping

AND FURTHER BE IT RESOLVED THAT the Town enter into a **36 Month Lease Agreement** with *Pitney Bowes* at a cost of **\$70.10 per month**, plus applicable taxes, to be billed quarterly. (Carried)

- b) Shredder

21-2021 Rogowsky/Thorsteinson

BE IT RESOLVED THAT the following purchase be authorized:

- 1. **Fellows 99Ci Cross-Cut Shredder \$427.98 plus applicable shipping and taxes**
Supplier: Best Buy

(Carried)

- c) Purchase of Bulk Oil

22-2021 Rogowsky/Crackle

BE IT RESOLVED THAT the following quote be accepted for the purchase of 208L of bulk oil as specified for the Public Works Department:

Shachtay Sales & Service \$639.40 plus applicable taxes

(Carried)

13. CHIEF ADMINISTRATIVE OFFICER’S REPORT

Cindy reported on:

- Current office closure and COVID-19 restrictions
 - SnoTrackers – Town north access
 - General administration matters
- Attendance at the following meetings:
- WSP & MWSB
 - Regional CAO’s

23-2021

Thorsteinson/Crackle

BE IT RESOLVED THAT Council authorize the re-opening of the Town of Arborg Office to public walk-in traffic effective **Thursday, January 28th, 2021;**

AND FURTHER BE IT RESOLVED THAT all recommended social distancing measures be adhered to and recommended signage provided by Manitoba Health be displayed accordingly. **(Carried)**

24-2021

Rogowsky/Crackle

BE IT RESOLVED THAT Council authorize the increase of cash on hand for the Town of Arborg to **\$200.00.** **(Carried)**

1. Manitoba Municipal Administrators Association
 - a) Citizen Engagement Workshop (Received as Information)
 - b) By-law Enforcement Webinar

25-2021

Rogowsky/Thorsteinson

BE IT RESOLVED THAT Cindy Stansell, CAO, be authorized to attend the ***MMAA By-law Enforcement Webinar*** on **February 12, 2021;**

AND FURTHER BE IT RESOLVED THAT the cost of the webinar, **\$100.00,** be authorized for payment. **(Carried)**

2. Meeting Room – Conferencing Upgrades

26-2021

Rogowsky/Crackle

BE IT RESOLVED THAT the Town of Arborg enter into a 3 year (36 month) agreement with Bell MTS to upgrade internet at 337 River Road to Business Fibe 50;

AND FURTHER BE IT RESOLVED THAT Bell MTS install a cable to the boardroom. **(Carried)**

27-2021

Rogowsky/Crackle

BE IT RESOLVED THAT the following purchase be authorized:

1. **Owl Lab Pro Conferencing System** **\$1399.00**
Supplier: OWL Labs **plus applicable taxes**

(Carried)

14. MAYOR AND COUNCILLORS’ REPORTS

Councillor Ron Johnston reported on:

Attendance at the following meetings:

- A&DMHV
- ABP&RC
- EIWD

Councillor John Crackle reported on:

Attendance at the following meeting:

- SRC & Handi-Van

Councillor Ron Rogowsky reported on:

Attendance at the following meeting:

- CFEI & IRC
- ITA

Councillor Rob Thorsteinson reported on:

- Public Works Operations
- A-BF&ES

Attendance at the following meeting:

- WSP & MWSB

Mayor Peter Dueck had nothing to report.

15. COMMITTEE OF THE WHOLE

28-2021 Thorsteinson/Crackle
BE IT RESOLVED THAT Council go into Committee of the Whole. **(Carried)**

29-2021 Johnston/Rogowsky
BE IT RESOLVED THAT Council go out of Committee of the Whole and re-convene into Regular Meeting. **(Carried)**

1. Employee Policy & Procedures
Policy No. HR-1

30-2021 Johnston/Rogowsky
BE IT RESOLVED THAT the Town of Arborg Employee Policy HR-1, which amends and replaces Policy No. 1-2004, be adopted. **(Carried)**

2. Policy for Review:
a) Employee Drug & Alcohol Policy No. 1-2018
Discussion: Amended policy for review at next meeting.

16. ADJOURNMENT – 12:55 p.m.

31-2021 Thorsteinson/Rogowsky
BE IT RESOLVED THAT Council do now adjourn to meet again in Arborg on February 10th, 2021. **(Carried)**

Peter Dueck
Mayor

Cindy Stansell
Chief Administrative Officer