

**THE RURAL MUNICIPALITY OF REYNOLDS**  
**A G E N D A**

**Council Meeting – December 6th, 2016 at 6:30 p.m. Municipal Office in Hadashville, Manitoba**

1. **Call to Order by Reeve Turchyn**
2. **Adoption of the Agenda – Regular Meeting**

BE IT RESOLVED that the Agenda for the Regular meeting of Council be hereby adopted as presented.

3. **Reading & Confirmation of Minutes:**
  - 3.1 November 15th, 2016 regular meeting minutes
  - 3.2 November 15<sup>th</sup>, 2016 Variation Hearing 4/16 minutes

BE IT RESOLVED that the following minutes be received and adopted as presented:  
November 15th, 2016 regular meeting of Council; and  
November 15<sup>th</sup>, 2016 Variation Application 4/16 Hearing.

4. **Hearing Delegations:**
  - 6:30 PM 4.1 Conditional Use 6/16 Campground/Commercial Resort on RL 20-8-13E

BE IT RESOLVED that Council now moves into a public hearing for Conditional Use application 6/16 for a campground on River Lot 20-8-13E.

BE IT RESOLVED that Council does now adjourn the public hearing and resumes the regular meeting of council.

5. **Committee Reports:**
  - 5.1 Report by CAO re: Freedom of Information and Protection of Privacy
  - 5.2 Report by CAO on Marquis Event seminar
  - 5.3 Reports from AMM Convention
  - 5.4 November 22, 2016 Former LGD Ad Hoc Committee minutes
  - 5.5 October 7, 2016 Minutes from Eastern Regional Municipal Lobby Committee
  - 5.6 November 4, 2016 Minutes from Eastern Regional Municipal Lobby Committee
  - 5.7 Minutes from October 27, 2016 meeting with Highways

6. **By-Laws**
  - 6.1 Council Indemnity By-law 9/16 re: meeting kms not taxable – first readingBE IT RESOLVED that By-law No. 9/16, being an indemnity and expense by-law for council, be read a first time.

7. **Unfinished Business:**
  - 7.1 CAO Report
  - 7.2 Public Works updates
    - a.) Report from Public Works Coordinator
    - b.) Public Works
      1. PW To Do List
      2. Medika Drain levels – data
      3. Snow removal maps
      4. Tender for Brushing – copy of tender for review
      - 5.

WHEREAS the Public Works Coordinator duties include ensuring municipal infrastructure is maintained;  
AND WHEREAS Roger Bouvier recommends that the Public Works Coordinator performs the administrative portion of public works, in addition to the labour portion;  
THEREFORE BE IT RESOLVED that Council authorizes the Public Works Coordinator to include the administration aspect, of Public Works, as part of duties.

- 7.3 Set date for Personnel Committee meeting to address 2016 CAO raise; ACAO Health/Dental; 2017 employee wage increases

BE IT RESOLVED that Council calls a \_\_\_\_\_ Committee meeting for \_\_\_\_\_, at 6:30 p.m.;

AND BE IT RESOLVED that Council approves all expenses be paid;

AND BE IT FURTHER RESOLVED that Council requires the CAO's attendance at the meeting.

- 7.4 RM Tache invoice for dust control for Ross East
- 7.5 New Home Warranty postponed until January 1, 2018 – rescind Resolution
- 7.6 Access to Pine Grove Halt Lagoon
- 7.7 Roger Bouvier to meet with RM employees

7.8 Adopt List of goals for municipality

WHEREAS Roger Bouvier and the CAO created a list of goals for the RM office; public works; and Council;

THEREFORE BE IT RESOLVED that Council adopts the following goals for the municipality:

ITEM	TO BE DONE BY	TARGET DATE
<b>Department: Office</b>		
Purchase computer & software	MICROAGE	Jan. 30/17
Move file cabinets to sea can	PWC	Dec. 30/16
Transfer shelving	PWC	Dec. 30/16
acquire more shelving	CAO	Dec. 30/16
Install cable drops in back office	CABLE COMPANY	Dec. 30/16
Shred obsolete paper	SHRED-IT	Dec. 8/16
Acquire office desk	CAO	Dec. 30/16
Revamp agenda style	CAO	Dec. 6/16
reduce work station size in main office	ACAO	Dec. 30/16
re-arrange main office	ACAO	Dec. 30/16
Archive old books/documents from vault	CAO/PWC	Feb. 28/17
Update website	website designer	Feb. 28/17
Arrange direct deposit of payroll	FIN. OFFICER	Feb. 28/17
Start 2017 budget	CAO/FIN. OFFICER	Dec. 6/16
Hold staff meetings after council meeting	CAO/ACAO	already done
Office to create 5 and 10 year capital plan	CAO/ACAO	Oct./17
<b>Department: Council</b>		
All council reports to be written	COUNCIL	Dec. 15/16
Create road repair reserve	COUNCIL	Feb. 28/16
Review CAO salary for 2016	COUNCIL	Dec. 15/16
Review staff salary, hourly rates, benefits	COUNCIL	Dec. 15/16
Build new office building	COUNCIL	Oct./18
Achieve Accessible municipal office	COUNCIL	Oct./17
Council to create 5, 10, 15 & 20 year capital plan	COUNCIL	Oct./17
<b>Department: Public Works</b>		
Prepare snow policy & map	PWC	Dec. 15/16
Prepare grading policy & map	PWC	Feb./17
Prepare calcium policy & map	PWC/COUNCIL	Feb./17
Develop road upgrade program	PWC/COUNCIL	Feb./17
Develop long-term public works goals	PWC/COUNCIL	Aug./17
PW to create 5 and 10 year capital plan	PWC/COUNCIL	Oct./17
<b>Department: Fire Dept.</b>		
FD to create 5 and 10 year capital plan	FIRE CHIEF/DEPUTY/FF	Jan. 30/17

7.9 Cooks Creek CD – Council member remuneration now municipal responsibility  
 WHEREAS the Province of Manitoba has cut funding to Cooks Creek Conservation District;  
 AND WHEREAS Cooks Creek Conservation District passed a resolution that effective  
 April 1<sup>st</sup>, 2016, municipalities would be responsible for any costs for councillors to attend meetings;  
 THEREFORE BE IT RESOLVED that Council approves all indemnities and expenses be paid for  
 Alan Kelly to attend Cooks Creek Conservation District meetings;  
 AND BE IT FURTHER RESOLVED that Council authorizes the costs to be retroactive to  
 April 1<sup>st</sup>, 2016

7.10 Barbara Simmons re: Toupin Rd turn-around

- 7.11 H. Gulenchyn drawing of future subdivision for River Lot 20-8-13E
- 7.12 Councillor Gaetz attendance at meeting with RM of Ste. Anne

WHEREAS Resolution 153/16 (April 12/16) approved the attendance of the Reeve, CAO and Fire Chief at a meeting at the RM of Ste. Anne regarding the fire services agreement;  
AND WHEREAS Councillor Gaetz wishes to also attend the meeting as it affects his ward;  
THEREFORE BE IT RESOLVED that Council approves the attendance and expense for Councillor Gaetz to attend the meeting scheduled for December 8<sup>th</sup>, 2016 at 3:30 p.m.

**8. General Business:**

8.1 November Staff Attendance Reports

BE IT RESOLVED that the November attendance sheets for Trudy Turchyn, Jessica Thurston, Annie Johnson and Wendy Kozmak be accepted as presented.

8.2 CAO banked-time payout

WHEREAS the CAO has acquired 443.87 hours of banked time due to lack of staff in the spring; clean up of files after Interim Staff hiring; and attending evening meetings;  
AND WHEREAS Banked time Policy No. 13 allows for the year end carry over of 40 hours of banked time;  
THEREFORE BE IT RESOLVED that Council approves the payout of 403.87 hours of banked time to the CAO for 2016.

8.3 RM of Reynolds promotional items – Reeve to Report

WHEREAS council wishes to order the following promotional items:  
THEREFORE BE IT RESOLVED that Council approves the expense, in the amount of \$\_\_\_\_\_ to purchase the promotional items.

8.4 Rennie Recycling for 2017

WHEREAS George Burns is willing to continue with recycling pick up for the 2017 year at the same rate paid to him for 2016;  
THEREFORE BE IT RESOLVED that Council agrees to continue to hire George Burns, for 2017 at the rate of \$425.00 per month for picking up recyclables and keeping the recycling shed clean.

8.5 New signing authorities due to new Deputy Reeve

BE IT RESOLVED that the signing authorities for the Rural Municipality of Reynolds effective December 7<sup>th</sup>, 2016 be as follows:  
Reeve David Turchyn or Deputy Reeve Curtis Buley  
and CAO Trudy Turchyn;  
AND BE IT RESOLVED that all previous signing authorities be discontinued.

8.6 Cost-sharing Tamarac Road maintenance with RM of Whitemouth

WHEREAS Tamarac Road 60E is a boundary road between the RM's of Whitemouth and Reynolds;  
AND WHEREAS the RM of Reynolds has no public works equipment;  
THEREFORE BE IT RESOLVED that Council for the RM of Reynolds requests the RM of Whitemouth to take over maintenance of Tamarac Road 60E and to invoice the RM of Reynolds for 50% of the cost;  
AND BE IT RESOLVED that, since the RM of Whitemouth Public Works equipment will be in the vicinity of Pommer Road 59E (1 mile) and Christmas Tree Road 71N (1 mile), that Council for the RM of Reynolds requests the RM of Whitemouth to maintain Pommer Road 59E and Christmas Tree Road 71N and to invoice the RM of Reynolds for 100% of the cost.

8.7 Audit RFP 2017 to 2019

8.8 Fire Protection

- a) Fire Calls – 55 & /16

**9. Accounts:**

9.1 Payment of Accounts

WHEREAS the accounts for The Rural Municipality of Reynolds for the period ending December 15<sup>th</sup>, 2016 have been examined and found to be in order;

NOW THEREFORE BE IT RESOLVED that cheques numbered 19004 to 19\_\_\_\_\_, including EFT payments, in the amount of \$\_\_\_\_\_ be approved for payment.

9.2 October Financial Statement – for review

9.3 November Financial Statement – for review

9.4 Draft Budget for 2017

9.5 Reynolds' Fire Dept. funds – apply funds toward purchase of FF flashlights

WHEREAS a balance of \$503.48 remaining from the Reynolds Fire Department bank account is held in the municipal Sundry Receivable account;

AND WHEREAS the Fire Department requested that the remaining funds be applied toward the purchase of helmet flashlights;

THEREFORE BE IT RESOLVED that Council authorizes the CAO to remove the funds from Sundry Receivable and apply the funds to offset the expense for the purchase of flashlights.

10. Communications:

Item	From	Subject
10.1	OFC/CRPS	Fire Protection Guide for Land Use Planning
10.2	Transport Canada	Rail Safety Improvement Program
10.3	Invasive Species	Request for funding

WHEREAS the Invasive Species Council of Manitoba is soliciting financial support from municipalities;

THEREFORE BE IT RESOLVED that Council approves a donation of \$ \_\_\_\_\_ to the Invasive Species Council of Manitoba.

10.4	Careertrack	Managing Emotions seminar
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WHEREAS a “Managing Emotions Under Pressure” seminar will be held in Winnipeg on January 13th, 2017;

THEREFORE BE IT RESOLVED that Council approves the attendance and expense for \_\_\_\_\_ to attend the seminar.

10.5	Planning Branch	Subd. File 16-7305 Kulczycki
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BE IT RESOLVED that the Proposal to Subdivide River Lot 33-8-12E (File No. 4611-16-7305), by Kelly Kulczycki, be hereby approved subject to the following conditions:

1. That capital cost dedication fee of \$200.00 per lot created be paid to the RM of Reynolds.
2. That any outstanding property taxes on said subdivision lands be paid in full.
3. That if survey monuments are missing and are required for the Plan of Subdivision, the owner is responsible for paying the municipality the amount in excess of funds approved by the Property Registry, Winnipeg Land Titles Office.

10.6	Can. Nuclear Lab.	Decommissioning meetings
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10.7	WR Planning District	Development Plan review dates
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WHEREAS a Public Meeting, to address the Development Plan Review, will be held on January 16<sup>th</sup>, 2017 at Hadashville Hall;

AND WHEREAS another Public Meeting, to address the Development Plan Review, will be held on January 23<sup>rd</sup>, 2017 at Whitemouth Community Hall;

THEREFORE BE IT RESOLVED that Council approves the attendance and expense for all Council and CAO to attend the January 16<sup>th</sup>, 2017 meeting and for those who are available, to attend the January 23<sup>rd</sup>, 2017 meeting.

10.8	WSP/MMM Group	Springfield Development Plan Review
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10.9	Sunrise SD	Budget Consultation Process
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10.10	Planning Branch	Subdivision NE 36-7-13E Von Riesen
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BE IT RESOLVED that the Proposal to Subdivide North ½ of NE 36-7-13E (File No. 4611-16-7313), by Kenton Von Riesen and Donna Overberg, be hereby approved subject to the following conditions:

1. That capital cost dedication fee of \$200.00 per lot created be paid to the RM of Reynolds.
2. That any outstanding property taxes on said subdivision lands be paid in full.
3. That the applicants enter into a development agreement to address riparian area, flood protection, and acceptance of surrounding farm practices and that said agreement be registered by Caveat.
4. That if survey monuments are missing and are required for the Plan of Subdivision, the owner is responsible for paying the municipality the amount in excess of funds approved by the Property Registry, Winnipeg Land Titles Office.

11. Agenda Additions:

12. General Discussion: Meeting Procedures – Councillor Kelly

13. Adjournment

Next Regular Meeting on December 20th, 2016