

**MINUTES OF THE TOWN OF NEEPAWA REGULAR MEETING OF COUNCIL HELD TUESDAY AUGUST 2, 2016 AT 7:00 P.M. IN THE COUNCIL CHAMBERS, NEEPAWA MUNICIPAL OFFICE, 275 HAMILTON ST., NEEPAWA, MB**

Present: Mayor de Groot, Deputy Mayor Dietrich, Councillors Cockburn, Gerrard, Jarema, Parrott and Stilwell; Chief Administrative Officer Colleen Synchyshyn, Manager of Operations Denis Saquet

Guests: Jackie Snyder - NACTV; Kira Patterson - Neepawa Press/Banner;

**1 Approval of Agenda**

**Resolution No:** 2016 191

Cockburn/Parrott

BE IT RESOLVED THAT the Council of the Town of Neepawa approve the Regular Meeting agenda for Tuesday, August 2, 2016.

**CARRIED**

**2 In Camera**

**Resolution No:** 2016 192

Cockburn/Jarema

BE IT RESOLVED that the Council of the Town of Neepawa do now sit as a "Committee of the Whole In-Camera" to discuss a strategic planning matter.

**CARRIED**

**3 Out of In Camera**

**Resolution No:** 2016 193

Cockburn/Jarema

BE IT RESOLVED that the Council of the Town of Neepawa do now adjourn the "In Camera" session at 6:54 p.m. and resume the Regular Meeting of Council.

**CARRIED**

**4 Approval of Minutes**

**Resolution No:** 2016 194

Cockburn/Dietrich

BE IT RESOLVED THAT the Council of the Town of Neepawa approve the minutes of the Regular Meeting and Public Hearings held July 5, 2016 and the Special Meeting of July 12, 2016 as circulated, posted and attached.

**CARRIED**

**5 Old Business**

**5.1 Community Mail Box Program**

- Discussion regarding the pros and cons of this program. Administration to ensure that Canada Post upholds their commitment for effective service and proper maintenance of sites.
- Only two location will form part of the program at this point in time (Aspen Lea & 154 Main Street).

**6 New Business**

**6.1 Energy East Pipeline Project** - A resolution of support will be brought forth for debate at the next meeting.

**6.2 Council Indemnities – By-Law No. 3091** – No changes other than an update to align appropriately with policies.

**6.3 Policy Review**

**6.3.1 FI-015 Expenses & Reimbursement Policy** – Revised and updated for clarity.

**6.3.2 CO-025 Out of Town Meetings Policy** – Revised and updated for clarity.

#### **6.4 Training Requests 2016**

- Public Works Expo August 27 – 31, 2016 – Request for Manager of Operations to attend.
- Economic Developers Association of Canada October 22 – 25, 2016 – Request for EDO to attend.

#### **6.5 Manitoba Assoc. For Resource Recovery Corp. (MARRC) - Agreement for Eco-Centre**

- Bi-annual partnership agreement with the Province for the operations of an Eco-Centre which provides an avenue for the disposal of used oil, filters, etc. Administration to review the signage.

#### **7 Council Committee Assignment Reports**

##### **Councillor Jarema - Evergreen Environmental Technologies**

- Request by HyLife to consider accepting their sludge which is currently transported to Winnipeg. At this point in time, the Board is unable to appropriately deal with this product, most specifically in relation to sourcing enough dirt for adequate coverage and reasonably limit any associated odor (approximately 10 tonnes per week).

##### **Councillor Parrott – NADCO**

- Floor plans for clinic expansion are nearing finalization, which among other features, will result in 20 exam rooms & housing for 5 students. There has been interest in the houses and appliances are available for sale.

#### **8 Managers Report**

##### **8.1 Economic Development Officer Marilyn Crewe**

- Working with Workplace Education Manitoba to assist local businesses to educate employees in essential skills.
- BizPal staff visited to update the community information. The link is available on the Town website.

#### **9 Correspondence**

**9.1 Evergreen Environmental Technologies** - Request for opening the site one evening a week during the summer will be discussed in January for possible implementation in 2017. Received as information and filed.

**9.2 Jake Birch - Bird Sanctuary** – Council to host a meeting of interested individuals and organizations to discuss possibilities for continuing operations of the Bird Sanctuary. Meeting notice to be placed in the paper.

**9.3 Pilot Project - Family Resource Centre** – Leisure Services Manager Novak to review the request for assistance in relation to her portfolio, and determine a reasonable manner to assist with this project.

**9.4 July 2016 RCMP Report** - Received as information and filed.

**9.5 Neepawa Rotary Club – Thank-you Re: RCMP Musical Ride** - Received as information, passed on to staff and filed.

**9.6 Hudson Bay Route Association - Letter of concern re: Omnitrax** - Received as information.

#### **10 Mayors Report**

- Extended appreciation to all who helped with the RCMP ride and briefly commented on the importance of keeping an inventory of personal assets, including serial numbers, which is useful in instances of a break-in/theft.

#### **11 Resolutions**

##### **11.1 Approving Policies**

**Resolution No: 2016 195**

Dietrich/Cockburn

BE IT RESOLVED THAT the Council of the Town of Neepawa approve the following policies:

- FI-030: Refunds & NSF Charges
- CO-025: Out of Town Meetings (replaces COUN-001)
- FI-015: Expenses & Reimbursements (replaces GOV-005, PER-005 & PER-015)

**CARRIED**

**11.2 Order to Remedy - 344 Main Street - Lots 17-19, Block 80, Plan 348 Lane 80, Plan 348**

**Resolution No:** 2016 196

Parrott/Cockburn

BE IT RESOLVED that under the authority of *The Planning Act, the Municipal Act*, and all applicable by-laws, the Council for the Town of Neepawa direct administration to proceed with remedying the contravention respecting Lots 17-19, Block 80, Plan 348 & Lane 80, Plan 348 (344 Main Street), as outlined in the order issued by the Neepawa Area Planning District dated March 31, 2016, understanding that all costs shall be borne by the property owner.

**CARRIED**

**11.3 Cost/Tax Sharing Agreement - PCH**

**Resolution No:** 2016 197

Gerrard/Jarema

WHEREAS the Town of Neepawa and the municipalities of Rosedale, Lansdowne, Langford and Glenella signed a contribution agreement with the Province of Manitoba in April 2007 to proceed with the construction of a Personal Care Home in Neepawa;

AND WHEREAS in order to facilitate the project and validate the commitment of the municipalities, the municipal partners negotiated a cost/tax sharing agreement dated September 2006 based on several criteria;

AND WHEREAS it is timely to address certain terms of the agreement to reflect necessary changes and matters that have been recently agreed to by the partners;

THEREFORE BE IT RESOLVED THAT the Town of Neepawa request administration to finalize transactions for the purchase of the partners share of Veterans Way, at current agreed upon value, as well issue the respective share of tax revenue related to the EMS facility.

FURTHER BE IT RESOLVED THAT such financial transactions be borne through the 2016 general operating fund and/or the Town Development Reserve, if necessary.

**CARRIED**

**11.4 Training Request - Public Works Conference (APWA) August 28 - 31, 2016**

**Resolution No:** 2016 198

Cockburn/Parrott

BE IT RESOLVED that the Council of the Town of Neepawa approve the Manager of Operations to attend the upcoming Public Works Expo from August 27 - 31, 2016, as hosted in Minneapolis, Minnesota.

**CARRIED**

**11.5 Training Request - Economic Developers Association Canada Conference October 22 - 25, 2016**

**Resolution No:** 2016 199

Cockburn/Parrott

BE IT RESOLVED that the Council of the Town of Neepawa approve the Economic Development Officer to attend the Economic Developers Association Conference from October 22 - 25, 2016 in Saskatoon.

**CARRIED**

**11.6 Manitoba Assoc. For Resource Recovery (MARRC)**

**Resolution No:** 2016 200

Gerrard/Jarema

BE IT RESOLVED that the Council of the Town of Neepawa authorize the Mayor and CAO to enter into agreement with Manitoba Association for Resource Recovery Corporation for the operations of an Eco-Centre for the term August 1, 2016 - July 31, 2018.

**CARRIED**

**11.7 Tender Acceptance - Phase 2 - Trunk Sewer Project**

**Resolution No:** 2016 201

Cockburn/Parrott

BE IT RESOLVED THAT the Town of Neepawa award the contract for Phase 2 of the Trunk Sewer Project, being gravity sewer extensions and a lift station on Dominion Road for the tendered amount of \$1,439,261.25 (including GST) to Fanset Construction Company Ltd;

FURTHER BE IT RESOLVED THAT the Town of Neepawa approve an extra work allowance of \$100,000 for this project.

**CARRIED**

## **12 By-Laws**

### **12.1 3162-16 Council Indemnities - 1st Reading**

**Resolution No:** 2016 202

Dietrich/Jarema

BE IT RESOLVED THAT By-Law No. 3162-16, being a By-Law of the Town of Neepawa to establish Council Indemnities, be now read for a first time.

**CARRIED**

## **13 Accounts and Financial Statements**

### **13.1 June 2016 Financial Statement**

**Resolution No:** 2016 203

Stilwell/Cockburn

BE IT RESOLVED THAT the Council of the Town of Neepawa approve the June 2016 Financial Statement.

**CARRIED**

### **13.2 July 2016 Cheque Register (all)**

**Resolution No:** 2016 204

Stilwell/Dietrich

BE IT RESOLVED THAT the Council for the Town of Neepawa approve the accounts for July 2016 totalling \$459,967.25 as reviewed by the Finance Chairman and representing cheques #20101236 to #20101493, excluding cheque #201601356 and #201601474.

**CARRIED**

### **13.3 July 2016 Cheque Register (HH)**

Councillor Gerrard declared a conflict and vacated the room, returning at the close of discussion and debate.

**Resolution No:** 2016 205

Stilwell/Parrott

BE IT RESOLVED THAT the Council for the Town of Neepawa approve the accounts for July 2016 totalling \$1645.41 as reviewed by the Finance Chairman and representing cheques #201601236 and #201201493.

**CARRIED**

## **14 Adjournment**

**Resolution No:** 2016 206

Cockburn/Gerrard

BE IT RESOLVED THAT The Council of the Town of Neepawa do now adjourn this Regular Meeting of Council at 8:22 p.m.

**CARRIED**

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Mayor

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Chief Administrative Officer