

**MINUTES OF THE TOWN OF NEEPAWA REGULAR MEETING OF COUNCIL HELD TUESDAY
FEBRUARY 18, 2014 AT 7:00 P.M. IN THE COUNCIL CHAMBERS, NEEPAWA MUNICIPAL OFFICE,
275 HAMILTON ST., NEEPAWA, MB**

Present: Mayor Waddell, Deputy Mayor Stilwell, Councillors Copeland, Dietrich, Drysdale, Grant and Pottinger; Chief Administrative Officer Richard Beachey, Assistant Chief Administrative Officer Colleen Synchyshyn, Engineering Supervisor Denis Saquet, Leisure Services Manager Amanda Novak and Utilities/Admin Clerk Sherry Smith.

Guests: Debbie Stemkoski - NACTV; Don Phillips - CJ97; Jeff Braun – NAPD,

1. Approval of Agenda

Resolution No: 2014 31216

Moved By: Dean Dietrich

Seconded By: Lisa Pottinger

BE IT RESOLVED THAT the Council of the Town of Neepawa approve the Regular Meeting agenda for February 18, 2014.

Carried

2. Approval of Minutes

Resolution No: 2014 31217

Moved By: Sheri Grant

Seconded By: Allan Drysdale

BE IT RESOLVED THAT the Council of the Town of Neepawa approve the minutes of the Regular Meeting held February 4, 2014 as circulated posted and attached.

Carried

3. Council Reports

3.1 Councillor Dietrich - No report

3.2 Councillor Pottinger - Councillor Pottinger reported on the meeting she attended with the RM of Langford and RM of North Cypress to discuss the fire hall.

3.3 Deputy Mayor Stilwell – No report

3.4 Councillor Copeland - As attached

3.5 Councillor Drysdale - Councillor Drysdale attended the most recent COW meeting, the open house with the MMM Group and planners, the fire hall meeting and Louis Riel Day celebrations.

3.6 Councillor Grant - Councillor Grant reported on her attendance at the recent COW meeting, the open house with the MMM Group, the fire hall meeting and Louis Riel Day celebrations.

4. Managers Report

4.1 Chief Administrative Officer Richard Beachey - As attached

4.2 Engineering Supervisor Denis Saquet - As attached

4.3 Public Works Supervisor Keith Dahmer - As attached

4.4 Director of Finance Jamie Davie - As attached

5. Mayors Report - As attached

6. 7:15 p.m. Public Hearing By-Law No. 3129

Council stayed the regular meeting at 7:15 to open the public hearing. The regular meeting of Council resumed following the public hearing.

7. Old Business

7.1 Subdivision 4437-13-7283 (Town of Neepawa Industrial Park)

Resolution No: 2014 31218

Engineering Supervisor Denis Saquet was in touch with MIT and they are amenable to having the approach remain for now as a service road and would be eventually added to their plan. He also spoke with Manitoba Conservation and they received the draft landfill closure plan, however they will not comment until the final landfill closure plan is received.

Moved By: Allan Drysdale

Seconded By: Dean Dietrich

BE IT RESOLVED that the Council of the Town of Neepawa approve subdivision application No.4437-13-7283, Town of Neepawa, proposal to subdivide Pt of SE 34-14-15W without conditions.

Carried

7.2 By-Law No. 3133 Organizational

Resolution No: 2014 31219

Moved By: Allan Drysdale

Seconded By: Lisa Pottinger

BE IT RESOLVED THAT the Council of the Town of Neepawa give By-Law No. 3133, being a By-Law of the Town of Neepawa to govern the organization of the Town of Neepawa and the committees thereof, be now read for a first time.

Defeated

7.3 Appointing Council Committees

Resolution No: 2014 31220

Moved By: Robyn Copeland

Seconded By: Allan Drysdale

BE IT RESOLVED that the Council of the Town of Neepawa approve the following Council Committees for the 2014 term:

Community Development

Chair - Deputy Mayor Stilwell

Member - Councillor Grant

Community Services

Chair - Councillor Drysdale

Member - Councillor Copeland

Infrastructure

Chair - Councillor Copeland

Member - Councillor Pottinger

Human Resources

Chair - Councillor Dietrich

Member - Councillor Pottinger

Carried

8. New Business

8.1 Subdivision File No. 4141-13-7275 RTC

Resolution No: 2014 31221

Moved By: Allan Drysdale

Seconded By: Robyn Copeland

BE IT RESOLVED THAT the Council of the Town of Neepawa approve subdivision 4141-13-7275, proposal to subdivide Pt. N 32-14-15W Langford (RM)/Neepawa (Town), Loewen without conditions.

Carried

8.2 Concrete Rink Project – resolution to commit funding, conditional upon Community Place assistance.

Resolution No: 2014 31222

Moved By: Sheri Grant

Seconded By: Allan Drysdale

BE IT RESOLVED that the Council of the Town of Neepawa commit a maximum of \$78,128.00 for the development of a concrete outdoor rink, conditional upon funding assistance in the amount of \$42,813.00 from Manitoba Community Places.

Defeated

8.3 Neepawa United Soccer Association Adult Fee's 2015

Resolution No: 2014 31223

Moved By: Robyn Copeland

Seconded By: Allan Drysdale

BE IT RESOLVED THAT the Council of the Town of Neepawa charge a user fee for adult league use of the Neepawa Soccer Fields at a rate of 2014 - \$20/player, 2015 - \$22.50/player, 2016- \$25.00/player.

Carried

8.4 Youth Soccer Fees

Resolution No: 2014 31224

Moved By: Bill Stilwell

Seconded By: Dean Dietrich

BE IT RESOLVED THAT the Council of the Town of Neepawa charge a user fee for youth use of the Neepawa Soccer Fields at a rate of 2014 - \$10/player, 2015 - \$12.50/player, 2016- \$15.00/player.

Carried

8.5 Cleaning Contract Town Office (2014 to 2016)

Resolution No: 2014 31225

Moved By: Dean Dietrich

Seconded By: Robyn Copeland

BE IT RESOLVED that the Council of the Town of Neepawa authorize the Mayor and Chief Administrative Officer to sign the attached cleaning contract for the Town Office with Jaime Centeno for the period ending December 31, 2016.

Carried

8.6 Cleaning Contract RCMP (2014 to 2016)

Resolution No: 2014 31226

Engineering Supervisor Denis Saquet informed Council that Lisa Mitchell will be retained until Jaime Centeno completes and receives the necessary clearances.

Moved By: Sheri Grant

Seconded By: Allan Drysdale

BE IT RESOLVED that the Council of the Town of Neepawa authorize the Mayor and Chief Administrative Officer to sign the attached cleaning contract for the RCMP building with Jaime Centeno for the period ending December 31, 2016, conditional upon receiving the necessary criminal record checks and security clearances.

Carried

8.7 Cleaning Contract Resource Center (Jan 1 to July 31, 2014)

Resolution No: 2014 31227

Engineering Supervisor Saquet noted the end of this contract would coincide with the expiration of the current leases in the building.

Moved By: Sheri Grant

Seconded By: Lisa Pottinger

BE IT RESOLVED THAT the Council of the Town of Neepawa extend the current cleaning contract with Debbie Stemkoski, for the cleaning of the Resource Center, to July 31, 2014, with an increase to \$650 per month.

Carried

8.8 Appointment to Whitemud Watershed Conservation District

Resolution No: 2014 31228

Moved By: Allan Drysdale

Seconded By: Dean Dietrich

BE IT RESOLVED that the Council of the Town of Neepawa appoint Deputy Mayor Bill Stilwell as the Town of Neepawa representative to the Whitemud Watershed Conservation District Board.

Carried

8.9 Rescind outdated policies

Resolution No: 2014 31229

Moved By: Allan Drysdale

Seconded By: Sheri Grant

BE IT RESOLVED that the Council of the Town of Neepawa rescind the following outdated policies and remove them from the Town of Neepawa Policy and Procedure Manual:

- TRANS #002 - Used Oil
- TRANS #003 - Offal Disposal
- TRANS #004 - Seasonal Commercial Garbage Pickup Fee's

Carried

8.10 Safe Work Policies

Resolution No: 2014 31230

Moved By: Sheri Grant

Seconded By: Robyn Copeland

BE IT RESOLVED THAT the Council of the Town of Neepawa approve the following safe work policies to be indexed in the Town of Neepawa Policy and Procedure Manual:

- SAFE #002 - Work Alone Policy
- SAFE #003 - Confined Entry Policy
- SAFE #004 - Fall Restraint Policy
- SAFE #005 - Fall Arrest Policy
- SAFE #006 - Personal Protective Equipment

Carried

8.11 Disaster Management Conference

Resolution No: 2014 31231

Moved By: Sheri Grant

Seconded By: Robyn Copeland

BE IT RESOLVED that the Council of the Town of Neepawa authorize the Emergency Measures Coordinator Amber Unger to attend the 2014 Disaster Management Conference, to be held in Winnipeg, MB from March 12 to March 14, 2014.

Carried

8.12 Request for Grant, Manitoba Student Leadership Conference

Resolution No: 2014 31232

Moved By: Allan Drysdale

Seconded By: Lisa Pottinger

BE IT RESOLVED THAT the Council of the Town of Neepawa donate \$500.00 to the 2014 Manitoba Student Leadership Conference to be held October 16 and 17, 2014 at the Neepawa and Area Collegiate Institute.

Carried

8.13 MWSB Funding for water & wastewater assessment study

Resolution No: 2014 31233

Moved By: Robyn Copeland

Seconded By: Lisa Pottinger

BE IT RESOLVED THAT the Council of the Town of Neepawa authorize the Mayor and Chief Administrative Officer to sign the attached agreement with Manitoba Water Services Board for funding for a water and wastewater assessment study. The Towns portion of \$30,000 will be allocated within the 2014 budget.

Carried

8.14 Accepting Tender - Ellen Street consultant

Resolution No: 2014 31234

Moved By: Sheri Grant

Seconded By: Dean Dietrich

BE IT RESOLVED that the Council of the Town of Neepawa accept the bid from Associated Engineering for the Ellen Street Water, Sewer and Surface Works Design and Tendering Project Supervision, in the amount of \$43,800 plus taxes.

Carried

8.15 Snow clearing amending by-law requiring businesses to clean the sidewalk in from of their business

Councillor Copeland expressed his concerns with some businesses cleaning their sidewalks unevenly, creating ridges.

Council discussed the Town providing sidewalk sanding.

Councillor Drysdale felt that if the Town did the work it should be charged to taxes.

Chief Administrative Officer Beachey expressed concerns that this was not feasible for the public works staff.

Councillor Pottinger noted that there are so many areas with businesses this would prove difficult for staff to maintain.

Staff is to discuss the situation and report back to Council with their recommendations.

9. Correspondence

Resolution No: 2014 31235

Moved By: Bill Stilwell

Seconded By: Sheri Grant

BE IT RESOLVED that the Council of the Town of Neepawa deal with the following communications as indicated:

1. RCMP Monthly report for January 2014, received as information and filed.

Carried

10. In Camera

Resolution No: 2014 31236

Moved By: Sheri Grant

Seconded By: Robyn Copeland

BE IT RESOLVED that the Council of the Town of Neepawa do now sit as a "Committee of the Whole In Camera" to discuss the following:

- Development
- Legal
- Personnel

Carried

10.2 Out of In-Camera
Resolution No: 2014 31237

Moved By: Sheri Grant
Seconded By: Lisa Pottinger

BE IT RESOLVED that the Council of the Town of Neepawa do now adjourn the "In Camera" session at 9:30 p.m. and resume the Regular Meeting of Council.

Carried

11. Adjournment
Resolution No: 2014 31238

Moved By: Allan Drysdale
Seconded By: Dean Dietrich

BE IT RESOLVED THAT The Council of the Town of Neepawa do now adjourn this Regular Meeting of Council at 9:31 p.m.

Carried

Mayor

Chief Administrative Officer