

RURAL MUNICIPALITY OF ELTON
MARCH 15, 2018 REGULAR MEETING

MEETING	The regular meeting of the Council of the Rural Municipality of Elton was held on Thursday, March 15, 2018 in the Council Chambers at Forrest, Manitoba.
PRESENT	Attending the meeting were Councillors Mitchell, Campbell, Paterson, Bollman, Hales and Reeve Farley. Reeve Farley called the meeting to order at 9:03 A.M.
ADOPT AGENDA 2018-75	MITCHELL-PATERSON Be it resolved that Council of the Rural Municipality of Elton hereby approve the agenda as revised. CARRIED 6-0
APPROVE MINUTES 2018-76	CAMPBELL-HALES Be it resolved that Council of the Rural Municipality of Elton hereby adopt the minutes of the February 13, 2018 as circulated. CARRIED 6-0
DELEGATION PUBLIC WORKS	Public Works (PW) Foreman Gord Stinson and Operators Kerry Moorehead and Gregg Phillips attended at 9:10 am. Council approved about \$2,000 in repairs on Truck (Unit #3). Positive feedback has been received for the work completed during the storm. Wards 1 & 2 will have problem areas graveled starting today. Council welcomed Gord to Elton.
DELEGATION PW FOREMAN G STINSON	Public Works Foreman Gord Stinson attended to provide an update. He requested Council consider provision of freezer jackets with Elton logo. Items discussed included grading in tandem, emergency contacts posted on shop door, policy on handling of mattresses found in ditches. Gord requested a meeting with each Councillor to drive their ward and determine expectations.
DELEGATION RALPH BERG WERWC MANAGER	Whitehead Elton Regional Water Co-operative Inc. (WERWC) Manager Ralph Berg attended at 9:43 am to discuss WERWC items. Forrest Bulk Water Plant truck fill is now being converted to extra duty pumps to increase pressure which will result in fill times increasing from 12 mins. to 16-18 mins. The proposal to extend the line on Road 66N across PTH #10 for 1 ¼ miles was outlined. Emergency contact signage was requested for all of the buildings which Council approved. Currently there are 9 connections with buildings but not connected and 9 connections without meters as buildings are not constructed. There have been three (3) frozen waterlines in Douglas: one property had to have lines unthawed 3-4 times, even with taps running, and had to switch to cistern. Another property switched back to the well (proposed to have a vac truck out to identify the depth of the line below the road in the spring). Ralph will follow up with Lewis Instruments in Winnipeg as to what options are available for tools to measure depth of waterlines. The third house on Argyle which runs under PR 340 frozen. The shut off valve for this property could not be closed with 7 feet depth measured. MWSB engineers are reviewing the information to determine impact of installation of one larger line across PR 340 with the services to run off one north-south line. Ralph has set up about 200 feet of hose running off the back of this property to the marsh until the line under PR 340 can be thawed (0.08 litres per second running out at this time). In 1 week it was 50.3 cubic meters (over 10,000 gallons). The CAO will request a reduced rate for water to compensate for the flushing and extra water waste.
DELEGATION QMEC EMO	Robert Poirier, Alf Hackenschmidt, Ross Robinson and Ken Fingler from QMEC Net attended at 10:20 am and presented options for providing EMO Services with the new statutory requirements. They currently have contracts with 9 municipalities.
FROZEN WATER LINES 2018-77	HALES-BOLLMAN Be it resolved that Council of the Rural Municipality of Elton hereby approve reimbursement for thawing frozen rural waterlines where deemed necessary by the CAO and Water Co-op Manager. CARRIED 6-0
UTILITY RESERVES 2018-78	BOLLMAN-CAMPBELL Be it resolved that Council of the Rural Municipality of Elton hereby approve additional allocations to the Utility Reserves in the 2017 year as follows: 1) Utility Capital Reserve \$500,000.00 2) Utility Distribution Reserve \$500,000.00 CARRIED 6-0
FINANCIAL STATEMENT 2018-79	BOLLMAN-HALES Be it resolved that Council of the Rural Municipality of Elton hereby accept and file the final Financial Statement for the year ended December 31, 2017 as prepared on a Cash Basis. CARRIED 6-0
FILE FINANCIAL STATEMENT 2018-80	HALES-BOLLMAN Be it resolved that Council of the Rural Municipality of Elton hereby accept and file the final Financial Statement for the year ended December 31, 2017 as prepared on a PSAB Accrual Basis. CARRIED 6-0
MCPHAIL SUBDIVISION	The current application proposes a commercial 20 lot development. The application is to be forwarded to Ralph Berg and MWSB for review to determine capacity available. A development agreement which would be required can address water conservation.
MUNICIPAL 1/4 FORAGE	Councillor Bollman will organize conversion to forage with Jon Burton for this spring. Estimated requirements is 3 bags of seed. Councillor Bollman will report back in April.

- SUTHERLAND MMAA COURSE CONDITIONS 2018-81** **PATERSON-MITCHELL**
Be it resolved that Council of the Rural Municipality of Elton hereby outline the conditions for enrollment of Jennifer Sutherland in the Certified Manitoba Municipal Administrators Certificate (CMMA) program:
1) Elton will pay for all course enrollment, book fees and study time for the CMMA program;
2) Jennifer Sutherland commits to maintain employment with Elton for a minimum of two years, following the official graduation date from the CMMA program as shown on the certificate;
3) Should Jennifer Sutherland leave prior to the two years following graduation, she hereby agrees that she will be required to reimburse all funds identified in Clause 1) above paid by Elton for her enrollment in the CMMA program to Elton, which may be by cash payment or deduction from final payment, or any combination thereof.
CARRIED 6-0
- REVISED RATES POLICY 2018-82** **HALES-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby approve revised Policy No. 18-2012 (Rates) as presented. **CARRIED 6-0**
- WEBSITE UPDATES** Jennifer Sutherland has been updating the website with a new layout including Council & staff pictures, minutes and search function. Additional items will be added on an ongoing basis.
- PRINTER TENDERS** No tenders have been received to date. Office Innovations is looking for an interested party. We will check with Evergreen if they would be interested.
- BACKUP OPTIONS 2018-83** **HALES-MITCHELL**
Be it resolved that Council of the Rural Municipality of Elton award the RFP for a computer back up option to Brandon Computers in the amount of \$2,759.83 plus a monthly ongoing fee (currently \$125.00) plus taxes. **CARRIED 6-0**
- APRIL MEETING DATE 2018-84** **PATERSON-HALES**
Be it resolved that Council of the Rural Municipality of Elton hereby reschedule the April regular Council meeting to the following date of Tuesday, April 17, 2018. **CARRIED 6-0**
- SPECIAL MEETING & FINANCIAL PLAN HEARING 2018-85** **CAMPBELL-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby set a special meeting regarding the financial plan review for Thursday, March 22, 2018 at 2:00 pm;
And further be it resolved that the Public Hearing for the Financial Plan be scheduled to be held on Monday, April 9, 2018 at 7:00 pm, to be held in the Council Chambers at Forrest, Manitoba. **CARRIED 6-0**
- REEVES & CAO MEETING 2018-86** **PATERSON-MITCHELL**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize the Reeve and CAO to attend the 2018 Mayors, Reeves & Cao's meeting on April 10, 2018 from 9:30 - 11:30 am in Brandon, MB. **CARRIED 6-0**
- MOS APRIL 2018 2018-87** **CAMPBELL-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize registration for the 2018 Municipal Officials Seminar and MTCML Tradeshow on April 11 & 12, 2018 in Brandon to: All Council and CAO. **CARRIED 6-0**
- PUBLIC WORKS TRAINING 2018-88** **PATERSON-HALES**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize the following Public Works Staff to attend Evolution Training for the following amounts:
\$1300.00 for new operator training: Gord Stinson
\$700.00 per person for a refresher course: Kerry Moorehead & Gregg Phillips
CARRIED 6-0
- MB GOOD ROADS ASSOCIAT'N SEMINAR 2018-89 DEFEATED** **CAMPBELL-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize the following members of Council and/or Staff to attend the MB Good Roads Association Seminar titled "Roadside Repairs, Database Management for Aggregates, & Maintenance Career Training" at a cost of \$75.00 per person. **DEFEATED 6-0**
- BAPD DISTRICT FEE 2018-90** **MITCHELL-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby approve the 2018 Brandon and Area Planning District fee schedule as presented. **CARRIED 6-0**
- MTSBELL ADVERTISING 2018-91** **CAMPBELL-HALES**
Be it resolved that Council of the Rural Municipality of Elton hereby approve advertising with MTS/BELL White Pages only with basic ad. **CARRIED 6-0**

- ELTON SCHOLARSHIP Council requested that a representative from Elton Collegiate present the 2018 scholarship on behalf of the municipality.
- ASSINIBOINE DELTA AQUIFER 2018-92 MITCHELL-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby support the terms of reference from the Assiniboine Delta Aquifer Advisory Board as provided on February 26, 2018. CARRIED 6-0
- FCM MEMBERSHIP 2018-93 HALES-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby approve costs for the FCM (Federation of Canadian Municipalities) Membership on an on-going basis including the fees for the optional Legal Defense Fund (additional \$50.00/year). CARRIED 6-0
- PLOWING QUOTE The office was requested to obtain quotes in the fall of 2018 for plowing in the villages of Forrest and Justice.
- GROUNDS MAINT TENDER 2018-94 PATERSON-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby request proposals for 2018 Grounds Maintenance in the Elton newsletter and on the Elton website & eBrandon as revised. CARRIED 6-0
- PW MATTRESS Council indicated that the Foreman be advised to use discretion with disposal of mattresses as necessary.
- CASUAL WAGES OFFICE & PUBLIC WORKS 2018-95 CAMPBELL-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby set 2018 wages for the following positions if required:
- | | | |
|-----------------------------------|------------------|--------------------|
| Office Casual Wage | \$15.50 per hour | |
| Public Works Casual Wage | \$17.50 per hour | |
| Public Works Temporary Staff Wage | \$19.00 per hour | CARRIED 6-0 |
- RIVERDALE COMMUNITY DEV CORP SIGNAGE 2018-96 HALES-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby register support to the Riverdale Community Development Corporation for additional signage, which may be located on the corner of #10 Hwy and #25 Hwy for the Rivers Provincial Park. CARRIED 6-0
- MUNICIPAL WORLD MAGAZINE 2018-97 BOLLMAN-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize the continued subscription of Municipal World at a cost of 1 yr. \$54.50. CARRIED 6-0
- MWM WASTE The CAO was requested to email the proposal to all of Council for discussion in April.
- PW REQUESTS Quotes will be obtained for municipal jackets, safety hoodies and/or safety t-shirts.
- Q MEC NET Council indicated they would not proceed at this time and will review further later in the year.
- CONFLICT OF INTEREST Councillor Paterson declared a Conflict of Interest with the following matter and was temporarily excused from the meeting.
- WEED INSPECTOR 2018-98 HALES-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby appoint Gord Stinson as the Municipal Noxious Weeds Inspector for 2018. CARRIED 5-0
- RETURN Councillor Paterson returned to the meeting.

COMMITTEE REPORTS

- Finance - Bank balance \$915,477.04
- Mach & Prop. - truck repairs/building signage
- Personnel/H+S - Health & Safety Meeting today – no concerns raised
- Planning - At the Jan BAPD meeting it was noted that where a party requests a refund, there were conflicting timelines between Elton, Cornwallis & Brandon. The Brandon policy will be implemented for Elton.
- Utility - frozen lines/extension proposal
- EMO - Spring Flood Preparedness; Spring to be dry unless it storms, risk of flooding if ice jams. May need to look at a fire ban at April meeting if it stays dry.
- Integ Waste - Trouble with cylinder on baler, Atom Jet completed some repairs; conveyor break down and had to cut a hole in the machine to identify problem; Carberry garbage truck ran for 2 years and now it is not operating and they have contracted to TAC.
- Roads - Bluestar Construction assisted with snow clearing following the storm due to the potential damage to road surfaces from the heavy wet snow.

CORRESPONDENCE

- Mitchell - ALS Water Reports
- WSP; Preparing for the Legalization of Cannabis – How WSP Can Help
- Campbell - BellMTS; Right-of-Way
- Resume received
- Cat Fleet Benchmarking Report
- Ag West; Tractor Inspection Program
- Toromont Cat – Used & restored parts
- Paterson - none
- Bollman - Camp Bridges – No financial request this year
- STARS Request for Support for Jennifer Blatz (CAO of RM of Ste. Anne)
- Hales - none
- Farley - none
- Routine - MB Municipal Relations; Updates to the Procedures Manual
- AMM
 - Asset Management Guide
 - MPI Firefighting Reimbursement Form / Annual Rate Increase
 - Western District Update
 - 2018 Provincial Budget
- FCM
 - Local Adaptation in Canada survey (Climate change)
 - Presidents Corner
 - Federal Budget 2018 information
- MB Ag Hall of Fame; Annual General Meeting
- Plumbing permits
- PureSphera; Certificate for FreezPonsible

ACCOUNTS 2018-99 BOLLMAN-HAES
Be it resolved that Council of the Rural Municipality of Elton hereby approve accounts in the amount of \$114,606.20 as per list of accounts presented to members of Council. CARRIED 6-0

IN CAMERA 2018-100 CAMPBELL-MITCHELL
Be it resolved that Council of the Rural Municipality of Elton hereby assemble in camera as per Section 152 (3) (B) (II) of the Municipal Act to discuss personnel matters including employee salary, duties, benefits and or employee appraisal/performance. CARRIED 6-0

REASSEMBLE 2018-101 CAMPBELL-MITCHELL
Be it resolved that Council of the Rural Municipality of Elton hereby reassemble in open meeting. CARRIED 6-0

CAO 2018 2018-102 CAMPBELL-BOLLMAN
Be it resolved that Council of the Rural Municipality of Elton hereby authorize 2018 Salary for Kathleen Steele, Chief Administrative Officer, effective January 1, 2018, as follows: Salary \$85,000.00 and all overtime to be paid out at timeline of January 2, 2019. CARRIED 5-1
In Favour: Farley, Mitchell, Campbell, Bollman, Hales
Against: Paterson

WEED SPRAY SEMINAR 2018-103 PATERSON-MITCHELL
Be it resolved that Council of the Rural Municipality of Elton hereby approve Gord Stinson to attend the Manitoba Weed Supervisors Association Seminar on Wednesday, March 21, 2018 in Carberry, Manitoba for a fee of \$60.00 per registrant. CARRIED 6-0

ADJOURN 2018-104 HALES-MITCHELL
Be it resolved that Council of the Rural Municipality of Elton hereby adjourn this meeting to meet again on Tuesday, April 17, 2018 at 9:00 am or at the call of the Reeve. CARRIED 6-0

RURAL MUNICIPALITY OF ELTON

Reeve

Chief Administrative Officer