

RURAL MUNICIPALITY OF ELTON
DECEMBER 10, 2019 REGULAR MEETING

MEETING The regular meeting of the Council of the Rural Municipality of Elton was held on Tuesday, December 10, 2019 in the Council Chambers at Forrest, Manitoba.

ATTENDING Council: Donna Mitchell, Gregg Campbell, Rod Paterson, Ches Bollman, Cameron Hales, Melissa Bromley and Ross Farley (Reeve). Councillor Bromley arrived while the meeting was in progress.

Staff: Kathleen Steele (CAO) and Jennifer Sutherland (Administrative Assistant).

Reeve Farley called the meeting to order at 9:00 A.M.

AGENDA

ADOPT AGENDA 2019-369 **MITCHELL-HALES**
Be it resolved that Council of the Rural Municipality of Elton hereby adopt the agenda as presented. **CARRIED 6-0**

MINUTES

ADOPT MINUTES 2019-370 **HALES-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby adopt the Minutes of the Regular meeting and the Board of Revision meeting, both held on November 12, 2019. **CARRIED 6-0**

BUSINESS ARISING FROM MINUTES

PRIVATE CROSSING Councillor Mitchell will check site and advise the office if the fence is gone and arrange for brush cutting work if needed.

FORREST WATERLINES MWSB has included replacement of Forrest waterlines in their proposed work for the 2020-2021 year. A final decision will be received in late February.

OUTSTANDING LEGAL WORK The legal registration of waterline easements was completed in prior years but was not billed. There are timeline approval concerns relating to registration of the subdivision for the PR station on SW 21-11-17 WPM which are being looked into by Meighen Haddad.

ASSET MANAGEMENT Asset management was tabled to later in the meeting to have input from Councillor Bromley who also attended the online session.

FINANCIAL STATEMENT

Nov 30, 2019 FINANCIAL STATEMENT 2019-371 **BOLLMAN-HALES**
Be it resolved that Council of the Rural Municipality of Elton hereby accept and file the Financial Statement for the month ended November 30, 2019. **CARRIED 6-0**

BY-LAWS

BL 1620 RIVERDALE FIRE AGMT 2019-372 **HALES-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby give third reading to By-Law No. 1620 (Riverdale Fire Protection Agreement 2020-2022) and consider it passed. **CARRIED 6-0**
In Favour: Farley, Mitchell, Campbell, Paterson, Bollman, Hales

APPROVE BRANDON FIRE AGMT 2019-373 **HALES-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby approve the fire and emergency services agreement with the City of Brandon for the period January 1, 2020 to and including December 31, 2022 and authorize the Reeve and CAO to execute the agreement. **CARRIED 6-0**

BL 1621 BRANDON FIRE AGMT 2019-374 **HALES-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby give first reading to By-Law No. 1621 (Brandon Fire Protection Agreement 2020-2022). **CARRIED 6-0**

APPROVE OAKVIEW FIRE AGMT 2019-375 **HALES-PATERSON**
Be it resolved that Council of the Rural Municipality of Elton hereby approve the fire and emergency services agreement with the Rural Municipality of Oakview by Rapid City Volunteer Fire Department for the period January 1, 2020 to and including December 31, 2022 and authorize the Reeve and CAO to execute the agreement. **CARRIED 6-0**

BL 1620 RIVERDALE FIRE 2019-376 **HALES-PATERSON**
Be it resolved that Council of the Rural Municipality of Elton hereby give first reading to By-Law No. 1622 (Oakview Fire Protection Agreement 2020-2022). **CARRIED 6-0**

BL 1623 RFNOW INC. 2019-377 **MITCHELL-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby give first reading to By-Law No. 1623 (RFNow Inc. Fibre Optic Agreement for Fall 2019 and subsequent installations). **CARRIED 6-0**

BL 1623 MITCHELL-CAMPBELL
RFNOW INC. Be it resolved that Council of the Rural Municipality of Elton hereby give second
2019-378 reading to By-Law No. 1623 (RFNow Inc. Fibre Optic Agreement for Fall 2019
and subsequent installations). CARRIED 6-0

INTERIM BOLLMAN-CAMPBELL
BUDGET Be it resolved that Council of the Rural Municipality of Elton hereby approve
2019-379 the interim budget for 2020 as follows:

<u>Operating Requirements</u>	
General Government Services	\$ 175,000.00
Protective Services	\$ 30,000.00
Transportation Services	\$ 175,000.00
Environmental Health Services	\$ 40,000.00
Public Health & Welfare Services	\$ 6,000.00
Environmental Development Services	\$ 40,000.00
Economic Development Services	\$ 10,000.00
Recreation and Cultural Services	\$ 8,000.00
Fiscal Services	\$ 200,000.00
<u>Capital Requirements</u>	
Contribution to Capital/Capital Purchases	\$ 200,000.00

CARRIED 6-0

TAX SALE PATERSON-BOLLMAN
2019-380 WHEREAS Section 365(2) of The Municipal Act provides that Council may in
any year designate the immediately preceding year, or any earlier year, as
the year for which properties, the taxes in respect of which are in arrears
for the year, must be offered for sale by auction to recover the tax arrears
and costs;
BE IT RESOLVED THAT the Designated Year for which properties in arrears be
offered for sale by auction, be 2019 (meaning all properties with
outstanding taxes from the year 2018 or prior); and
BE IT FURTHER RESOLVED THAT in accordance with s. 363 (1) of the Municipal
Act, "costs" shall be the actual costs incurred by the municipality for each
parcel listed for the tax sale [plus an administration fee of \$50.00 per roll
as set forth in Manitoba Regulation 50/97]; and
BE IT FURTHER RESOLVED THAT the tax sale be held October 13, 2020 at 11:00
am at the Rural Municipality of Elton council chambers; and
BE IT FURTHER RESOLVED THAT Taxervice be appointed to carry out the tax
sale process; and
BE IT FURTHER RESOLVED THAT the Chief Administrative Officer is hereby
authorized to set all dates and deadlines necessary for the tax sale process.
CARRIED 6-0

GRAVEL CAMPBELL-HALES
HAUL Be it resolved that Council of the Rural Municipality of Elton hereby award
WDS 5 + 6 Wards 5 & 6 gravel hauling as specified below:
2020-2021 Part 1 - Apply
2019-381 Wards 5 & 6 for hauling from the Christie Pit for a 2-year term as follows:

	Awarded to:	Rate/Yd/Mile	Rate/Yd Loading
2020-2021	Fred Gilbert Trucking	\$0.34	\$0.99

Part 2 – Additional Spot Loads
Part 2 - Not to be Awarded CARRIED 6-0

ACCESSIBILITY MITCHELL-PATERSON
PLAN Be it Resolved that Council of the Rural Municipality of Elton hereby approve
2019-382 the 2020 Accessibility Plan as circulated.
CARRIED 6-0

ARRIVED Councillor Bromley arrived at the meeting at 9:25 am.

CN GRADE Following a meeting with Linda Vergata and JD of CP Rail during the AMM Convention,
CROSSING the office is completing the outstanding information requested by CP Rail relating to
crossings. The information has been sent to Linda Vergata to review prior to submission
to CP Rail. Onsite visits for all crossings were required for pedestrian road crossing
calculations. Elton was advised that they are responsible for maintenance from the ties,
although others have indicated it is 50 feet from the rail.

MUNICIPAL CAMPBELL-PATERSON
MAPS Be it resolved that Council of the Rural Municipality of Elton hereby continue
2019-383 to sell Municipal Landowner Maps. CARRIED 7-0

RFNOW INC MITCHELL-CAMPBELL
MAPS Be it resolved that Council of the Rural Municipality of Elton hereby approve
2019-384 three (3) additional maps as provided by RFNow Inc. to install fibre optic cable
as circulated to Council on December 6, 2019. CARRIED 7-0

CHRISTMAS OFFICE/SHOP CLOSURE 2019-385 **CAMPBELL-PATERSON**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize the Municipal Office and Shop to close on December 24, 2019 at 12:00 PM (Noon). **CARRIED 7-0**

WHITEMUD WATERSHED WEED SPRAY Weed spraying in the Whitemud Watershed Conservation was discussed for 2020. Councillor Bollman will confirm costs for a private contractor to spray and advise at the January 2020 meeting.

MCLAUGHLIN SUBDIVISION DISCHARGE CAVEAT PARTIAL 2019-386 **HALES-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize the proper signing authorities of the Rural Municipality of Elton to execute a partial discharge of Municipal Heritage Designation on Pt NE 12-12-19 WPM, whereby the Heritage Designation shall remain registered only against the residential parcel to be created under the McLaughlin Subdivision File No. 4124-18-674. **CARRIED 7-0**

RESCIND 2019-317 PARTNERS FOR GROWTH NOT PROCEED 2019-387 **BOLLMAN-HALES**
Whereas Council of the Rural Municipality of Elton received Notice to Reconsider Motion on November 12, 2019 due to new information received. Now therefore be it resolved that Council of the Rural Municipality of Elton hereby rescind Resolution No. 2019-317;
And further be it resolved that Council of the Rural Municipality of Elton hereby do not authorize Public Sector Partners for Progress (non-profit) specializing in Asset Management. **CARRIED 7-0**

ASSET MANAGEMENT Councillor Bromley will review the Munisoft Pubworks and Pubworks 3150 programs with a recommendation of which version to proceed with purchase.

BL 1619 INDEMNITY 2019-388 **BOLLMAN-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby give second reading to By-Law No. 1619 (2020 Indemnity) as revised. **CARRIED 7-0**

BL 1619 2020 INDEMNITY 2019-389 **CAMPBELL-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby give third reading to By-Law No. 1619 (2020 Indemnity) as revised on second reading and consider it passed. **CARRIED 7-0**

WARD BUSINESS

WARD 1 DOUGLAS ROADS AND SIDEWALKS It was noted a complaint had been received by the Councillor regarding icy roads and sidewalks in Douglas. Councillor Mitchell has posted a reminder on the Douglas Facebook page regarding keeping sidewalks clear and Public Works will try removing any ice buildup from the road surface.

MULLINS LOT 7-55511 LANDSCAPING DEPOSIT 2019-390 **CAMPBELL-PATERSON**
Be it resolved that Council of the Rural Municipality of Elton (Elton) hereby authorize a refund of 50% of the landscaping on Lot 7 Plan 55511 in Forrest (Mullin), being \$1,500.00 of the \$3,000.00 deposit, with the remaining \$1,500.00 to be paid once final landscaping is complete. **CARRIED 7-0**

WARD 6 DRAINAGE AND PR 270 A request has been received for a drainage license. The condition of PR 270 was noted regarding the breaks. Councillor Bromley will provide pictures of the breaks to the office to submit to Manitoba Infrastructure.

COMMITTEE REPORTS

FINANCE

BANK Bank Balance at December 10, 2019 \$1,150,069.40.

STARS GRANT 2019-391 **BROMLEY-PATERSON**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize a grant in the amount of \$500.00 to the STARS Foundation (Shock Trauma Air Rescue Service) Foundation for the 2020 year. **CARRIED 7-0**

SAMARITAN HOUSE GRANT 2019-392 **BROMLEY-PATERSON**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize a grant in the amount of \$200.00 to the Samaritan House for their Safe & Warm Shelter Service for the 2020 year.
In Favour: Farley, Mitchell, Paterson, Hales, Bromley
Against: Campbell, Bollman **CARRIED 5-2**

PROPERTY/MACHINERY

TENDER OLD CHAIRS 2019-393 **MITCHELL-HALES**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize the selling of old Council table chairs in Council Chambers by highest tender, to be advertised on Website, Facebook, Newsletter and EBrandon. **CARRIED 7-0**

- MACHINERY BLADES** Council discussed the quote for a second carbit blade system as well as costs for ice blades (ice blades vs bullet style blades).
- MOWER PURCHASE** Council discussed purchase of a new mower and sidearm in 2020. Quotes will be requested for the January 2020 meeting.
- CONX WIRELESS ROAD FLEET SYSTEM** It was noted that the Conx system provides improved GPS technology and reports including patrols grading or not, number of passes, including a program where the truck can go out to map such items as culverts and stop signs. Councillor Campbell will review the program and provide a recommendation at a later date.

PERSONNEL

- NOV 2019 OVERTIME 2019-394** **MITCHELL-PATERSON**
Be it resolved that Council of the Rural Municipality of Elton hereby approve November 2019 overtime as follows:
Office Staff Overtime: 1 hours
Public Works Staff Overtime: 0 hours **CARRIED 7-0**
- PERCHAK EMPLOYMENT 2019-395** **MITCHELL-BOLLMAN**
Be it Resolved that Council of the Rural Municipality of Elton hereby ratify Employment Agreement Letter to Sid Perchak as circulated on November 22, 2019. **CARRIED 7-0**

PROPERTY/MACHINERY

- CARBIT BLADE SYSTEM 2019-396** **HALES-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize the purchase of a second Carbit Blade Link system for Grader #1 at a cost of \$4,999.99 plus tax from Dionco Sales and Service Ltd.
In Favour: Farley, Mitchell, Paterson, Hales, Bromley
Against: Campbell, Bollman **CARRIED 5-2**

PLANNING

- PLANNING KEYSTONE PD** Development Services Coordinator Shawna Paulsen has been hired. Reserves at Brandon & Area Planning District (BAPD) will be dissolved for December 31, 2019 and paid out. The Operating Account will remain to pay final bills for BAPD, and will be paid out once the audit is complete and all costs have been paid. A subdivision regulation that was overlooked by the Province in the process has been circulated. As the Legislature has arisen, Keystone Planning District (KPD) will not be formed until the House sits again, beginning March 5, 2020. Fire Inspections may be performed by Brad Bell if he is Inspector 2 status, which will be discussed at KPD. A resolution for consideration at the AMM Western District Meeting will be drafted regarding Non-Compliance options for permits for greater enforcement abilities by planning districts, potentially permitting a lien against the property title as currently exists in Saskatchewan. It was noted a list could be posted on the KPD website with a link on Elton's website.
- BUILDING INSPECTOR AGMT 2019-397** **BOLLMAN-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby ratify approval of Building Inspector Services Agreement between RM of Cornwallis and RM of Elton. **CARRIED 7-0**
- INTER-MUNICIPAL COMMITTEE 2019-398** **BOLLMAN-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby appoint the Keystone Planning District Committee to participate on Inter-Municipal Committee to be established between City of Brandon, Rural Municipality of Cornwallis and Rural Municipality of Elton. **CARRIED 7-0**
- PLANNING DISTRICT ADVERT 2019-399** **BOLLMAN-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby approve the advertisement notice for the Planning District Transition as circulated to Council. **CARRIED 7-0**

UTILITY

- WERWC ACCOUNTING HOURS 2019-400** **BOLLMAN-CAMPBELL**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize billing to the Whitehead Elton Regional Water Co-operative Inc. for Elton accounting hours (excluding monthly accounts payable) as follows:
a flat rate fee in the amount of \$500.00 /month **CARRIED 7-0**
- DEVELOPNT AGREEMENT PRO-FORMO UTILITY FEES 2019-401** **CAMPBELL-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby set fees for Developer connection of multi-lot subdivisions to the Elton Rural Waterline as follows:
Installation of infrastructure plus the full connection fee per lot in force at the time of agreement, to be paid prior to registration of the subdivision effective immediately. **CARRIED 7-0**

REMOTE UTILITY METER READS Council was advised that the current system for meter reads for utility billings is changing, with the current software being discontinued June 20, 2020. The new Deacon platform will incur costs which are to be determined.

EMERGENCY MEASURES

APPROVE 2020 EMO PLAN 2019-402 **BROMLEY-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby approve the 2020 Elton Emergency Plan and the 2020 Emergency Social Services Plan as presented and authorized by Rural Municipality of Elton By-Law No. 1318 Clause 5. which provides authority to amend the Elton Emergency Plan as required. **CARRIED 7-0**

FINANCE

CANCEL BADGER A/R 2019-403 **BOLLMAN-HALES**
Be it resolved that Council of the Rural Municipality of Elton hereby authorize cancellation of Elton south-west Group Billing for Badger Daylighting in the amount of \$500.00 due to lost key. **CARRIED 7-0**

ROADS

SNOW/ICE Council was advised that concerns had been expressed regarding the icy condition of the roads and intersections. School bus routes will be looked at the reduce the amount of ice where possible.

CORRESPONDENCE

- Alliance Accounting – Information of Municipal Financial Consulting Services
- Canadian Beverage Container Recycling Association (CBCRA) Annual Report
- Altus Group – Information on GIS Services for Municipalities
- St. John Ambulance information about youth programs
- Province Announces Funding for 203 Community Development Projects
- AMM Member Advisory / News Bulletin
 - i. Member Advisory – Speech from the Throne (Nov. 19, 2019)
 - ii. News Release – AMM Cities Caucus calls on Provincial Government to become “Partners in Growth”
 - iii. News Bulletin – Nov. 22, 2019 & Dec. 6, 2019

ACCOUNTS

ACCOUNTS 2019-404 **BROMLEY-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby approve accounts in the amount of \$473,513.02 as per list of accounts circulated to the members of Council. **CARRIED 7-0**

ADJOURN

ADJOURN 2019-405 **PATERSON-BOLLMAN**
Be it resolved that Council of the Rural Municipality of Elton hereby adjourn this meeting at 12:24 pm, to meet again on Tuesday, January 14, 2020 at 9:00 am or at the call of the Reeve. **CARRIED 7-0**

RURAL MUNICIPALITY OF ELTON

Reeve

Chief Administrative Officer