

**RURAL MUNICIPALITY OF BROKENHEAD
OCTOBER 26, 2021 - REGULAR MEETING 7:00 PM
MINUTES**

Members Present:	Reeve	Brad Saluk
	Councillor	Sean Michaels
		Bruce Modrzejewski
		Luke Ingeberg
		Jack Kowalchuk
	Youth Member	Aaron Linke
	Interim CAO	Sheila Mowat, CMMA
	Executive Asst.	Kerry Bialek, CMMA

1. Calling the meeting to Order

1.1 Resolution to call the meeting to order

374-21 MICHAELS-KOWALCHUK

BE IT RESOLVED THAT this meeting of Council is called to order, the time being 7:00 p.m.

Carried

2. Adopt Agenda/Adopt and Confirm Minutes

2.1 Resolution to adopt the agenda

375-21 MODRZEJEWSKI-INGEBERG

BE IT RESOLVED THAT the agenda is adopted as circulated.

Carried

2.2 Resolution to adopt the minutes of October 12th, 2021 Regular Meeting

376-21 KOWALCHUK-MICHAELS

WHEREAS copies of the minutes of the Regular meeting of October 12th, 2021 have been circulated to each member of Council, and;

THEREFORE BE IT RESOLVED THAT Council waive the reading of these minutes and said minutes be adopted, as circulated.

Carried

2.3 Resolution to adopt the minutes of October 12th, 2021 Committee of the Whole Meeting

- 377-21 INGBERG-MODRZEJEWSKI
WHEREAS copies of the minutes of the Committee of the Whole meeting of October 12th, 2021 have been circulated to each member of Council, and;
THEREFORE BE IT RESOLVED THAT Council waive the reading of these minutes and said minutes be adopted, as circulated.
Carried

3. Delegations and Public Hearings

Nil

4. Financial Reports/Payment of Accounts

4.1 Approval of Accounts to October 26th, 2021

- 378-21 KOWALCHUK-INGEBERG
WHEREAS the Finance Committee has reviewed and approved payment of accounts listed in the invoice registers to October 26th, 2021, and;
THEREFORE BE IT RESOLVED THAT the following be approved for payment:
- | | | |
|-----------------------------|----------------------------|---------------------|
| <u>Payroll</u> | Cheques #20211391-20211413 | \$ 34,672.95 |
| <u>Accounts for Payment</u> | | |
| Recreation | Cheques #20211414-20211447 | \$167,144.70 |
| General | Cheques #20211448-20211453 | \$ 2,072.86 |
| | | <u>\$203,890.51</u> |

Carried

4.2 Financial Statement for Period Ending September 30th, 2021

- 379-21 INGBERG-KOWALCHUK
WHEREAS the Financial Statement for the period ending September 30th, 2021 has been prepared and presented to all members of Council, and;
THEREFORE BE IT RESOLVED THAT Council is in agreement to accept the Financial Statement for the period ending September 30th, 2021.
Carried

5. By-Laws

Nil

6. Unfinished Business

6.1 Subdivision File No. 4110-21-7583 – Lot 1, Plan 14410

380-21 KOWALCHUK-MODRZEJEWSKI

BE IT RESOLVED THAT Subdivision File No. 4110-21-7583 Lot 1, Plan 14410 be approved subject to the following condition(s):

1. Applicant/owner to provide written confirmation from the Municipality of the following:
 - a) Taxes on the land to be subdivided/consolidated for the current year, plus any arrears have been paid or arrangements satisfactory to Council have been made;
 - b) a digital copy (AutoCAD) of the survey plan of subdivision has been provided to the Rural Municipality of Brokenhead, if required; and
 - c) a Development Agreement has been entered into to address the following:
 - i) Municipal Services (e.g. sewer and water, waste pickup, access, connection to services, drainage)
 - ii) Municipal Development Standards (e.g. landscaping, parking, timing of construction, land/building use); and
 - iii) A building restriction that restricts development within the northerly 50 feet on the subject properties for the purpose of a no build zone.
2. Applicant/owner submits written confirmation from Manitoba Hydro that an Easement Agreement(s) has been entered into with Manitoba Hydro with respect to existing and/or future facilities associated with the subdivision and a Plan of Easement, as required by *The Real Property Act*, has been provided. Registration of this agreement will be included as a condition of the final Certificate of Approval. [Contact Manitoba Hydro at (204) 360-4399, 12-360 Portage Ave., Winnipeg, MB R3C 0G8.]
3. Applicant/owner submits confirmation that Manitoba Infrastructure is provided with confirmation that either drainage is not an issue or that the applicant has adequately addressed any potential drainage issues that may result from subdivision.
4. Applicant/Owner obtains the proper permits from Manitoba Infrastructure for proposed public road, the public road access and the relocation of the existing access on Proposed Lot 1, to the newly created public road.
5. Applicant/owner obtains all required variances if required.

6. That the applicant/owner pays fees in accordance with By-Law No. 2182-16 “Capital Development Fee” in the amount of \$5,600.00 per new lot created.

Defeated

6.2 Subdivision File No. 4110-21-7596 – Lot 4, Plan 20613

381-21 MICHAELS-KOWALCHUK

BE IT RESOLVED THAT Subdivision File No. 4110-21-7596 Lot 4, Plan 20613 be approved subject to the following condition(s):

1. Applicant/owner to provide written confirmation from the Municipality of the following:
 - a) Taxes on the land to be subdivided/consolidated for the current year, plus any arrears have been paid or arrangements satisfactory to Council have been made;
 - b) a digital copy (AutoCAD) of the survey plan of subdivision has been provided to the Rural Municipality of Brokenhead, if required; and
 - c) a Development Agreement has been entered into to address the following:
 - i) Municipal Services (e.g. sewer and water, waste pickup, access, connection to services, drainage)
 - ii) Municipal Development Standards (e.g. landscaping, parking, timing of construction, land / building use); and
 - iii) The widening of Banas Drive as outlined in the agreement; an easement and no build zone be established for the western and southern tree lines; designated space for parkland; two year warranty period.
2. Applicant/owner submits written confirmation from Manitoba Hydro that an Easement Agreement(s) has been entered into with Manitoba Hydro with respect to existing and/or future facilities associated with the subdivision and a Plan of Easement, as required by *The Real Property Act*, has been provided. Registration of this agreement will be included as a condition of the final Certificate of Approval. [Contact Manitoba Hydro at (204) 360-4399, 12-360 Portage Ave., Winnipeg, MB R3C 0G8.]

3. That the applicant/owner pays fees in accordance with By-Law No. 2182-16 “Capital Development Fee” in the amount of \$5,600.00 per new lot created.

Carried

7. New Business

- 7.1 Application for Approval of Subdivision File No. 4110-21-7605 – Parcel L Plan 52759 and Lot 24 Plan 61799 in Pt. NE ¼ Section 11-13-6EPM

382-21 MICHAELS-KOWALCHUK

BE IT RESOLVED THAT Subdivision File No. 4110-21-7605 Pcl “L”, Plan 52759 and Lot 24, Plan 61799 in Pt. N.E. ¼ 11-13-6 EPM be rejected for the following reasons:

1. The application is incomplete. Without a total plan for the development, it is impossible to comment on the required infrastructure for this development.
2. There are no net densities included or identified with this application
3. The area where the developer has identified as public reserve does not include an active transportation route which shall be a requirement.
4. There is no 99-foot road specifications identified in the plan, no roadways were included.
5. Due to the size and number of residential units being considered, a traffic study will be required.

Carried

- 7.2 2020 Draft Audited Financial Statements

383-21 KOWALCHUK-MICHAELS

BE IT RESOLVED THAT the Council of the Rural Municipality of Brokenhead has reviewed and accepts the Draft Audited Financial Statements for the year ended December 31st, 2020 as compiled by The Exchange Group.

Carried

- 7.3 Appointment of Auditor for 2021 Budget Year

384-21 MODRZEJEWSKI-INGEBERG

BE IT RESOLVED THAT the Council of the Rural Municipality of Brokenhead extends the contract with The Exchange Chartered Accountants to prepare the 2021 Municipal Audit for an additional year inclusive at a price

of \$16,000 plus 5% administration fee each year, with the following conditions:

- That any deviations from the contract price be approved in writing by the Municipality.

Carried

7.4 Request to purchase Computers for Office

385-21 MODRZEJEWSKI-MICHAELS

WHEREAS it has been identified some of the computers in the office are required to be upgraded;

AND WHEREAS price quotes were obtained from two firms who specialize in municipal computer operating systems in accordance with the procurement policy of council number ACC-105;

AND WHEREAS funds have been identified in the capital 2021 budget to cover the price quotes received;

THEREFORE BE IT RESOLVED THAT the council of the Rural Municipality of Brokenhead accepts the price quote from Realtime Wireless Networks for the supply and installation of computers with applicable software for a total price including taxes of \$7,730.27.

Carried

8. Correspondence/Reports

- 8.1 Board of Directors Meeting Minutes – October 14th, 2021
- 8.2 Military Memorial Conservation Grant Program
- 8.3 Disaster Management Conference
- 8.4 AMM letter regarding Compensation for Emergency Services
- 8.5 Eastman Regional Municipal Committee Minutes - September 20, 2021

386-21 KOWALCHUK-MODRZEJEWSKI

BE IT RESOLVED THAT the Council of the Rural Municipality of Brokenhead accepts all Minutes, Miscellaneous Correspondence and Reports as presented.

Carried

9. In Camera

387-21 KOWALCHUK-MICHAELS

BE IT RESOLVED THAT in accordance with Section 152(3) of *The Municipal Act*, Council of the Rural Municipality of Brokenhead do now move in-camera to discuss legal and personnel matters, the time being 7:50 p.m.;

AND FURTHER BE IT RESOLVED THAT in accordance with Section 83(1)(d) of *The Municipal Act*, any issues that are discussed are kept confidential until discussed at a Regular Meeting of Council.

Carried

388-21 INGBERG-MODRZEJEWSKI

BE IT RESOLVED THAT Council of the Rural Municipality of Brokenhead reconvenes into regular session of Council, the time being 8:15 p.m.;

AND FURTHER THAT all information discussed ‘In Camera’ is kept in confidence until the matter is discussed at a meeting of council or of a committee conducted in public.

Carried

10. Adjournment

10.1 Resolution to adjourn the meeting and schedule the next meeting

389-21 INGBERG-KOWALCHUK

BE IT RESOLVED THAT this regular meeting of Council does now adjourn the time being 8:20 p.m., to meet again on November 9th, 2021 at 7:00 p.m.

Carried

Brad Safuk

Reeve

Sheila Mowat

Chief Administrative Officer