

**RURAL MUNICIPALITY OF BROKENHEAD
JANUARY 25, 2022 - REGULAR MEETING 7:00 PM
MINUTES**

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

1. Calling the meeting to Order

1.1 Resolution to call the meeting to order

020-22 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

021-22 MODRZEJEWSKI-INGEBERG
BE IT RESOLVED THAT the agenda is adopted as circulated, with the following changes: **Addition:**

7.7 Contracted Professional Planner

7.8 Exemplary Service Award

Deleted:

3.1 Jason Gauthier & Breigh Kusmack

Carried

2.2 Resolution to adopt the minutes of January 11th, 2022 Regular Meeting

022-22 KOWALCHUK-MICHAELS
WHEREAS copies of the minutes of the Regular meeting of January 11th, 2022 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 amended.

Carried

2.3 Resolution to adopt the minutes of January 11th, 2022 Committee of the Whole Meeting

023-22 KOWALCHUK-INGEBERG

WHEREAS copies of the minutes of the Committee of the Whole meeting of January 11th, 2022 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 amended.

Carried

3. Delegations and Public Hearings

3.2 Kathryn Chandler – Request for Second Dwelling Unit

Mr. David Linteau, registered owner of 77014 Road 35E, attended Council to request permission to build a second dwelling unit on the property for his mother-in-law. She requires care due to health issues and proximity of close family to care for her will be beneficial. Once the house is vacated, Mr. Linteau and his wife will move into the house and the mobile home will be vacant and therefore removed or a further request will be made to use mobile unit as an office building. Council discussed a 5-year Second Dwelling Unit Agreement.

4. Financial Reports/Payment of Accounts

4.1 Approval of Accounts to January 25th, 2022

024-22 KOWALCHUK-INGEBERG

WHEREAS the Finance Committee has reviewed and approved payment of accounts listed in the invoice registers to January 25th, 2022, and;
THEREFORE BE IT RESOLVED THAT the following be approved for payment:

<u>Payroll</u>	Cheques #20211722-20211725	\$ 1,163.01
	Cheques #20211729-20211750	\$ 26,638.66
	Cheques #20211779-20211803	\$ 32,312.85
	Cheques #20220038-20220060	\$ 28,923.94
<u>Accounts for Payment</u>		
Recreation	Cheques #20211775-20211778	\$ 2,883.00
Recreation	Cheques #20220081-20220082	\$ 3,604.33
General	Cheques #20211726-20211728	\$ 448,735.95
General	Cheques #20211751-20211774	\$ 76,854.94
General	Cheques #20220001-20220037	\$ 713,549.55
General	Cheques #20220061-20220080	\$ 330,177.20

Dec Bank Statement

Western Financial Group	\$	1,138.67
Visa	\$	51,389.98
Loan Payments	\$	274.31
Trimble Lease	\$	1,227.65
Manitoba Hydro	\$	<u>5,647.69</u>
		<u>\$1,724,521.73</u>

*Carried*4.2 Financial Statement for Period Ending November 30th, 2021

025-22 KOWALCHUK-INGEBERG

WHEREAS the Financial Statement for the period ending November 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 November 30th, 2021.

Carried

5. By-Laws

Nil

6. Unfinished Business

Nil

7. New Business

7.1 Appointment of Senior Election Official

026-22 MICHAELS-KOWALCHUK

WHEREAS the next general municipal election is scheduled for October 26th, 2022, and;

WHEREAS the election will need to be managed by a Senior Election Official, and;

WHEREAS the last two general municipal elections have been run by Mary Anne Shipley and she has expressed interest in continuing her position as Senior Election Official for the 2022 election;

THEREFORE BE IT RESOLVED THAT the Council of the Rural Municipality of Brokenhead appoints Mary Anne Shipley as Senior Election Official for the 2022 General Municipal Election;

AND FURTHER BE IT RESOLVED THAT the Senior Election Official be remunerated at a rate of \$27.00 per hour.

Carried

7.2 2022 Emergency Management Information Session Invitation

027-22 INGBERG-MODRZEJEWSKI

WHEREAS the Manitoba Emergency Measures Organization’s Preparedness and Response branch recognized the need to modernize its emergency management service delivery model, and;

WHEREAS there are proposed changes including a revision to the provincial emergency management regions as of February 1st, 2022, and;

THEREFORE BE IT RESOLVED THAT the Council of the Rural Municipality of Brokenhead authorizes Councillor Sean Michaels and Councillor Jack Kowalchuk to participate in the provided information sessions online held January 27th, 2022.

Carried

7.3 Purchase of Playground Equipment

028-22 INGBERG-MICHAELS

WHEREAS the Brokenhead River Recreation Commission wishes to purchase musical playground equipment at a cost of \$4,045.75 from PlayQuest, and;

WHEREAS the Recreation Commission is jointly funded by the Town of Beausejour and Rural Municipality of Brokenhead, and;

WHEREAS the equipment is planned to be installed at the Southend Playground in the Town of Beausejour, and;

THEREFORE BE IT RESOLVED THAT the Rural Municipality of Brokenhead approves the purchase of the musical playground equipment from PlayQuest in the amount of \$4,045.75, and;

FURTHER BE IT RESOLVED THAT the amount of \$4,045.75 be transferred from the Brokenhead River Recreation Commission Reserve Fund to pay for the equipment.

Carried

7.4 Request for Kennel Permit – 85142 Road 40E

029-22 MICHAELS-KOWALCHUK

WHEREAS a request for a Dog Kennel License has been made by Stephanie and Colin Kasmerski, owners of 85142 Road 40E to house their personal dogs, and;

WHEREAS any residence in the Rural Municipality of Brokenhead with more than two dogs must obtain a Dog Kennel License, and;

WHEREAS the applicant will have three dogs at the residence which has a shed with attached run, and;

THEREFORE BE IT RESOLVED THAT the Rural Municipality of Brokenhead approves the Dog Kennel License in the name of Stephanie and Colin Kasmerski of 85142 Road 40E for 2022 with the following conditions:

1. That all by-laws of the Rural Municipality of Brokenhead are adhered to at all times.
2. That the Dog Kennel License must be approved by resolution prior to December 31st of each year.
3. That no more than 3 dogs shall have permanent residence on the property at any time.
4. That the designate Animal Control Officers for the Rural Municipality of Brokenhead has the authority to at any time attend the property to inspect the facilities, check compliance with the number of dogs and for any concerns of the neighbouring citizens.

Carried

7.5 Tender and Procurement Policy ACC-105

030-22 MODRZEJEWSKI-INGEBERG

BE IT RESOLVED THAT the Council of the Rural Municipality of Brokenhead adopts policy ACC-105: Tender and Procurement Policy; **AND FURTHER THAT** policy ACC-105 be added to the policy manual.

Carried

7.6 Municipal Water and Sewer Standards

031-22 MICHAELS-KOWALCHUK

BE IT RESOLVED THAT the Council of the Rural Municipality of Brokenhead approves the updated Municipal Water and Sewer Standards as prepared January 21st, 2022 by JR Cousin Consultants Ltd.

Carried

7.7 Contracted Professional Planner

032-22 MICHAELS-MODRZEJEWSKI

WHEREAS the Rural Municipality of Brokenhead has several subdivisions on a large scale currently being processed, and;
WHEREAS the municipal Zoning By-Law is in need of updating, and;
THEREFORE BE IT RESOLVED THAT the Rural Municipality of Brokenhead approves a contract with Jennifer Lim at a rate of \$65.00 per hour for planning services up to a maximum of \$10,000.00;
AND FURTHER THAT the Municipality writes a Request for Proposals for Planning Services for a three (3) year term.

Carried

7.8 Exemplary Service Award

- 033-22 KOWALCHUK-INGEBERG
BE IT RESOLVED THAT the Rural Municipality of Brokenhead supports the Town of Beausejour’s nomination of Fire Chief Dean Mineault for the Exemplary Service Award.

Carried

7.9 Second Dwelling Unit Agreement – 77014 Road 35E

- 034-22 KOWALCHUK-MICHAELS
WHEREAS Kathryn Chandler has applied for a second dwelling unit at 77014 Road 35E in Tyndall, MB, described as Part SE ¼ Section 35-13-6EPM, and;
THEREFORE BE IT RESOLVED THAT the Council of the Rural Municipality of Brokenhead approve a second dwelling unit on a conditional basis for a period of five (5) years.

Carried

7.10 ACL Financial Contribution

- 035-22 MODRZEJEWSKI-INGEBERG
BE IT RESOLVED THAT the Council of the Rural Municipality of Brokenhead approves the contribution to maximum of \$4,000 to Association for Community Living – Beausejour Branch Inc. as the annual levy for the year 2022.

Defeated

8. Correspondence/Reports

- 8.1 Manitoba Good Roads Association – Membership Renewal Letter
- 8.2 Association for Community Living Beausejour Branch Inc. – 2020-21 Annual Report and Financial Statements for Year Ended March 31st, 2021
- 8.3 Royal Canadian Mounted Police – Quarterly Policing Report
- 8.4 Brokenhead River Community Hall – Minutes of December 9th, 2021 Meeting
- 8.5 Eastman Regional Municipal Committee – Minutes of December 20th, 2021 Meeting

- 036-22 MICHAELS-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

- 037-22 KOWALCHUK-INGEBERG
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 8:09 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

- 038-22 MODRZEJEWSKI-MICHAELS
BE IT RESOLVED THAT Council of the Rural Municipality of Brokenhead reconvenes into regular session of Council, the time being 8:21 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

- 039-22 MODRZEJEWSKI-INGEBERG
BE IT RESOLVED THAT this regular meeting of Council does now adjourn the time being 8:25 p.m., to meet again on February 8th, 2022 at 7:00 p.m.

Carried

Brad Saluk

Reeve

Sheila Mowat

Chief Administrative Officer