

# **Town of MacGregor**

## **Council Minutes – December 6, 2011.**

Minutes of the regular meeting of Council of the Town of MacGregor held in Council Chambers in MacGregor, Manitoba on Tuesday, December 6, 2011.

**Present:** Mayor Bill Wiebe, Councillors Kevin Henry, Gerald Barber, Herb Seaver, Darryl Young and Chief Administrative Officer Valorie Unrau.

### **Call to order**

Mayor Bill Wiebe called the meeting to order at 7:00 p.m.

### **Minutes**

**204/11**

**Seaver-Barber**

**BE IT RESOLVED THAT** the minutes of the Regular Meeting of Council of the Town of MacGregor held November 3<sup>rd</sup>, hereby be adopted as circulated.

"Carried"

### **Agenda**

**205/11**

**Henry-Barber**

**BE IT RESOLVED THAT** the agenda prepared by the Chief Administrative Officer hereby be adopted as amended.

"Carried"

### **Reception of Delegations**

7:00 p.m. – R.C.M.P.	- R.C.M.P. November report
7:15 p.m. – Ron Leveille & Glen Lloyd	- Train Whistle
7:30 p.m. – Don Butterfield & Sheldon Giesbrecht	- proposed development

### **Reports of Committees**

Mayor and Councillor Committee Reports

Mayor Wiebe:

Nov 5	- Back Lane and subdivision review
Nov 7	- CFRY
Nov 9	- Mtg with Genivar
Nov 17	- Senior Support
Nov 21-24	- A.M.M. Convention
Nov 26	- Christmas parade

Councillor Seaver:

Nov 5	- Back lane & subdivision review
Nov	- 2 library meetings
Nov 9	- Mtg with Genivar
Nov 21-24	- A.M.M. Convention
Dec 5	- Heartland

Councillor Barber:

Nov 5	- Back Lane and Subdivision review
Nov 21-24	- A.M.M. Convention
Nov 26	- Parade

Councillor Henry:

Nov 5	- Back Lane and subdivision review
Nov 16	- Central Plains Inc.,

Councillor Young:

Nov 5	- Back Lane and subdivision review
Nov 9	- Meeting with Genivar
Nov 10	- Assisted Living Meeting
Nov 18	- Assisted Living responsibilities
Nov 21-23	- A.M.M. Convention
Nov 21	- Nor-Mac meeting
Nov 28	- Assisted Living follow-up tasks

Public Works Committee Report

**Noted & Filed**

Chief Administrative Officer report

**Noted & Filed**

Development Officer Building Inspector By-Law Enforcement Officer:

i. Building Permits

**206/11**

**Young-Henry**

**BE IT RESOLVED THAT** Council have now had the opportunity to initially review the proposed building permits filed by the following individuals:

Permit #	Roll#	Location	Type of Structure Proposed
36/11	900	46 Hampton E.	Demolish store

And;

**BE IT RESOLVED THAT** the permits hereby be forwarded to the Building Inspector for processing.

“Carried”

**Petitions & Communications**

Nordevco - Lagoon Proposed Project costs

**Noted & Filed**

Heartland Recreation Commission - 2010 audited Financial

**Noted & Filed**

Manitoba AG Hall of Fame - Membership

**Noted & Filed**

Norfolk Christmas Cheer Board - Hamper applications

**207/11**

**Barber-Henry**

**BE IT RESOLVED THAT** the Council of the Town of MacGregor hereby authorize the office staff to receive applications from November 10 to December 15, 2011 for North Norfolk Christmas Cheer Board.

“Carried”

- Municipalities Trading Company - Rebate
- Noted & Filed**
- M.I.T. - Concrete Box Culvert-Hampton St.
- Noted & Filed**
- Engineer Flood Damage Report - Site #4
- Noted & Filed**
- MB., EMO - Advance 2011 spring flood
- Noted & Filed**
- Kerry Hannah - Outdoor Skating Rink Request
- CAO to Respond**
- Genivar - Final Site Review Report
- Noted & Filed**
- Healthy Community Committee - Spring run-off preparations
- CAO to Respond**
- MB Hydro - Bipole III
- Noted & Filed**
- Muniware - Electronic Funds transfer Module
- Noted & Filed**
- MB. Local Government - Annual Audited Financials
- Noted & Filed**
- Ron Leveille - Train Whistle
- CAO to investigate**
- RCMP - Making a Difference Newsletter
- Noted & Filed**
- Heartland Rec Commission - Meeting Minutes – Nov 7/2011
- Noted & Filed**
- James Dube Spraggs - File #B1-6903-06
- CAO to Respond**
- Local Gov't Community Planning - Subdivision app T/M 43335-11-5475
- Noted & Filed**

**Accounts**

Monthly Expenditures

**208/11**

**Young-Henry**

**WHEREAS** Council of the Town of MacGregor has reviewed the expenditures of the Town for the period ending November 30, 2011; and;

**BE IT RESOLVED THAT** Council hereby authorize payment of general operating cheques and payroll cheques #**201100690 to 201100804** in the amount of **\$292,737.17**.

“Carried”

## Financial Statements

**209/11****Barber-Young**

**BE IT RESOLVED THAT** the November Financial Statement hereby be accepted as presented.

"Carried"

## 2010 Audited Financial Statements

**210/11****Young-Henry**

**BE IT RESOLVED THAT** the 2010 audited year-end financial statements received from Sharpe & Company for the Town of MacGregor hereby be received for filing.

"Carried"

**Unfinished Business**

MCC – Tax Rebate

Safety Policy

**211/11****Barber-Young**

**WHEREAS** the Council of the Town of MacGregor deems it necessary to have a Safety Policy in place.  
**THEREFORE BE IT RESOLVED THAT** the Town of MacGregor contract Safety Services Manitoba to provide a safety management system @ a cost of \$750.00.

"Carried"

**General Business**

Muniware

**212/11****Henry-Seaver**

-2012 Support Agreement

**WHEREAS** a 2012 Support Agreement has been received from Muniware;  
**THEREFORE BE IT RESOLVED THAT** the Council of the Town of MacGregor hereby authorize the Chief Administrative Officer to sign the agreement on behalf of Council.

"Carried"

Muniware

**213/11****Barber-Young**

- EFT Module

**WHEREAS** Muniware has an Electronic Funds Transfer module available which would allow the ability to process tax payments and payroll deposits electronically;  
**AND WHEREAS** the costs for these services would be \$700.00 for the tax module and \$700.00 for the payroll module;  
**THEREFORE BE IT RESOLVED THAT** the council hereby authorize the purchase of these modules with the cost to be shared 50/50 with the R.M. of North Norfolk.

"Carried"

Taxervice

**214/11****Henry-Seaver**

- 2012 Engagement Letter

**BE IT RESOLVED THAT the Council of the Town of MacGregor hereby** authorize the Chief Administrative Officer to sign the Letter of Engagement with TAXervice to provide services for the collection of tax arrears.

"Carried"

## 2012 Meeting Dates

**215/11****Henry-Young**

**BE IT RESOLVED THAT** the regular council meeting dates for the first months of 2012 are as follows:

January – Thursday 12<sup>th</sup>February – Thursday 9<sup>th</sup>March - Wednesday 7<sup>th</sup>April – Thursday 5<sup>th</sup>May – Thursday 3<sup>rd</sup>June – Tuesday 5<sup>th</sup>

"Carried"

O/S invoices added to tax

**216/11**

**Seaver-Henry**

**BE IT RESOLVED THAT** all outstanding invoices 30 days and over on December 31, 2011 hereby be added to their corresponding tax roll entry in accordance with Section 252 of the Municipal Act.

“Carried”

2012 Planning Conference - February 22-24

**217/11**

**Barber-Young**

**WHEREAS** the Manitoba Planning Conference 2011 will be held February 22-24, 2012 in Brandon, MB;

**THEREFORE BE IT RESOLVED THAT** Gerald Barber and Bill Wiebe be authorized to attend the conference with all expenses to be paid by the Town of MacGregor; and,

**FURTHER BE IT RESOLVED THAT** Valorie Unrau be authorized to attend with all expenses to be costs shared with the R.M. of North Norfolk.

“Carried”

MMAA Financial/Administration Development

**218/11**

**Henry-Seaver**

**WHEREAS** the Manitoba Municipal Administrators Association is hosting an “Administration Financial Development Program, January 25-27, 2012 at Elkhorn;

**THEREFORE BE IT RESOLVED THAT** Leone Moore be authorized to attend the conference with all expenses to be cost shared with R.M. of North Norfolk.

“Carried”

Memorial Hall - equipment repair

**Councillor Henry to respond**

Austin C.U. -Pledge of Taxes

**219/11**

**Young-Barber**

**WHEREAS** Council deems it necessary to enter into arrangements with Austin Credit Union Limited to borrow money for operating expenses for the fiscal year ending on December 31,2012; AND;

**WHEREAS** the amount collected by the Town of MacGregor in taxes and grants in lieu of taxes in the fiscal year ending on December 31, 2011 was greater than \$400,000.00; AND;

**WHEREAS** it is anticipated that the Town of MacGregor may need to borrow up to \$400,000.00 from the Austin Credit Union Limited;

**THEREFORE BE IT RESOLVED THAT:**

The Town of MacGregor do borrow from the Austin Credit Union Limited, by way of line of credit agreement, promissory note or notes or otherwise, the sum of \$400,00.00, together with interest at the rate of 0.0% per annum above the Austin Credit Union Prime Rate.

The Town of MacGregor do mortgage and pledge to the Austin Credit Union Limited all taxes to be collected by the Municipality as security for repayment of the amount borrowed from the Austin Credit Union Limited.

The Town of MacGregor undertake to deposit all taxes to be collected by it with the Austin Credit Union Limited as security for repayment, but the Austin Credit Union Limited will not be restricted to the taxes for repayment, will not be required to wait for collection of the taxes before it is repaid nor will be required to see that the taxes are deposited or applied.

The Mayor and the Chief Administrative Officer are authorized to execute, on behalf of the Town of MacGregor, all documents necessary to give effect to the foregoing.

All amounts so borrowed and interest will be repaid to the Austin Credit Union Limited within the current year.

Office Holiday

**220/11**

**Henry-Young**

**BE IT RESOLVED THAT** the Municipal Office will be closed the following days for the Christmas season:

December 26, 2011 – closed all day

December 27, 2011 – closed all day

January 2, 2012 – closed all day

“Carried”

**Adjournment**  
**221/11**  
**Barber-Young**

**BE IT RESOLVED THAT** this meeting hereby be adjourned. Time of day: 10:45 p.m.

“Carried”

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Valorie Unrau, CMMA  
Chief Administrative Officer  
(subject to errors and/or omissions)

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Bill Wiebe  
Mayor