

# **Town of MacGregor**

## **Council Minutes – January 6<sup>th</sup>, 2010.**

Minutes of the regular meeting of Council of the Town of MacGregor held in Council Chambers in MacGregor, Manitoba on Wednesday, January 6<sup>th</sup>, 2010.

**Present:** Mayor Doris Moore, Councillors James Koldyk, Barrie MacDonald, Cindy Grainger, and Chief Administrative Officer Valorie Unrau. Kevin Henry arrived at 8:00 p.m.

### **Call to order**

Mayor Doris Moore called the meeting to order at 6:30 p.m.

### **Minutes**

**01/10**

**Grainger – Koldyk**

**BE IT RESOLVED THAT** the minutes of the Regular Meeting of Council of the Town of MacGregor held December 3<sup>rd</sup>, 2009, hereby be adopted as circulated

“Carried”

### **Agenda**

**02/10**

**Grainger - Koldyk**

**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. – Rob McCarville – Royal Canadian Mounted Police – Portage Detachment

Sargent McCarville presented a policing report for the month of December.

8:00 p.m. – Jake Neufeld – McDougall Street Lots

### **Reports of Committees**

- Public Works Committee Report

**03/10**

**Henry - MacDonald**

**BE IT RESOLVED THAT** the following report be received as information:

- i R.C.M.P. report for the month of December 2009
- ii Mayor and Councillor Committee Reports
- iii Chief Administrative Officer Report

**AND FURTHER BE IT RESOLVED THAT** reports ii and iii, hereby be attached as Schedule “B”

“Carried”

- Chief Administrative Officer report
  - i) Appointment of Officers for 2010

**04/10**

**MacDonald – Henry**

**WHEREAS** Council annually reviews the appointment of officers and committees for the municipality;and,

**BE IT RESOLVED THAT** the Council of the Town of MacGregor hereby approve the appointment of officers and committees as follows:

Government Services Committee:

Doris Moore, Barrie MacDonald, Kevin Henry

Utilities Committee:

Barrie MacDonald and James Koldyk

Fire and Police Protection:

Kevin Henry

Whitemud Watershed:

James Koldyk

Inter-Municipal Relation:

Cindy Grainger  
 Memorial and Community Halls:  
 Doris Moore and Cindy Grainger  
 Nor-Mac Centre:  
 Barrie MacDonald  
 Parks and Recreation:  
 Doris Moore and Barrie MacDonald  
 Library:  
 Cindy Grainger  
 Henderson Heritage House:  
 Doris Moore and Kevin Henry  
 Heartland Community Futures:  
 Neil Christoffersen  
 Inter-Ridge Recreation District:  
 Cindy Grainger  
 Nor-Mac Operations Board:  
  
 North Norfolk/MacGregor Foundation:  
 Doris Moore and Darwin Crabbe  
 Whitemud Watershed:  
 Don Barber  
 Nor-Mac Planning:  
 Doris Moore and Barrie MacDonald  
 MacGregor Cemetery Committee:  
 Kevin Henry

“Carried”

ii) Staff Salaries

**05/10**  
**Grainger – Koldyk**

**BE IT RESOLVED THAT** Council of the Town of MacGregor does hereby approve the 2010 salaries according to Schedule “A”.

“Carried”

iii) Street Snow Clearing Practices  
**Councillor Koldyk to oversee**

- Development Officer Building Inspector By-Law Enforcement Officer:
  - i. Building Permits

**06/10**  
**Koldyk – Grainger**

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

Permit #	Roll #	Location	Type of Structure Proposed
35/09	30850	74 Fox	Generator Shed

And;;

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

“Carried”

**Petitions & Communications**

a) Dick Menon - Manitoba Water Services – Yellowhead Water 2010 rates  
**Noted & Filed**

b) MacGregor Elementary School Yearbook Committee - Donation Request  
**07/10**

**MacDonald – Henry**

**BE IT RESOLVED THAT** Council of the Town of MacGregor hereby authorize a donation to the MacGregor Elementary School Yearbook in the amount of \$25.00.

“Carried”

c) Joint Council -Go Green Landscaping – Disposal of Garbage at Landfill  
**Noted & Filed**

- d) Office of the Fire Commissioner – Local Assistant Designation

**08/10**

**MacDonald – Henry**

**WHEREAS** a request has been received by the Office of the Fire Commissioner requesting that a designation be named for the local Fire Department,

**THEREFORE BE IT RESOLVED THAT** Council of the Town of MacGregor hereby authorize Chris Leckie to act as the Fire Chief and Dustin Hildebrandt as the Deputy Fire Chief.

“Carried”

- e) Sport Manitoba

-Newsletter

**Noted & Filed**

- f.) Joe Masi

-Association of Manitoba Municipalities – Thank you

**Noted & Filed**

- g.) Ellen Fitzsimmons

-Canadian Red Cross – Letter of Understanding

**09/10**

**Koldyk – Grainger**

**WHEREAS** a Letter of Understanding has been received from Canadian Red Cross outlining the role of the Red Cross to provide registration and inquiry services in disaster response and also identifies the principles and expectations of the Red Cross,

**THEREFORE BE IT RESOLVED THAT** Council of the Town of MacGregor hereby authorize the signing of the Letter of Understanding from Canadian Red Cross.

“Carried”

- h) Healthy Communities

**Tabled to February Meeting**

- i) Wendy Petersen

-Canadian Red Cross

**Noted & Filed**

- j) Centra Gas

### Accounts

- a) Monthly Expenditures

**10/10**

**Koldyk - Grainger**

**WHEREAS** Council of the Town of MacGregor has reviewed the expenditures of the town for the period ending December 31, 2009; and

**BE IT RESOLVED THAT** Council hereby authorize payment of general operating cheques and payroll cheques #2009 00867, to 2009 00953 in the amount of \$138,886.35.

“Carried”

- b) Month End Reports

**11/10**

**MacDonald – Henry**

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

“Carried”

### By-Laws:

#756/2009 Cancel Borrowing Authority – 2<sup>nd</sup> and 3<sup>rd</sup> reading

**12/10**

**Grainger – Koldyk**

**BE IT RESOLVED THAT** By-Law #756/2009 being a by-law of the Town of MacGregor to cancel authorized borrowing authority hereby be given second reading.

“Carried”

**13/10**

**Henry - MacDonald**

**BE IT RESOLVED THAT** By-Law #756/2009 being a by-law of the Town of MacGregor to cancel authorized borrowing authority hereby be given third reading.

“Carried”

**FOR:** Moore, Koldyk, Grainger, Henry, MacDonald

**AGAINST:** 0

**Unfinished Business**

- a) Glen Campbell -Mowing quote

**14/10****Grainger – Koldyk**

**BE IT RESOLVED THAT** Council accept the revised quote dated December 15, 2009 from Campbell's Skid Steer for the creek cleanout.

"Carried"

- b) Quote -Temple Street Water Extension –Dig – All Construction  
 c) Offer to Purchase -Jake Neufeld – Genivar Quote provided  
 d) Hillview Subdivision -Manitoba Hydro

**15/10****MacDonald – Henry**

**BE IT RESOLVED THAT** Council hereby authorize Genivar Engineering to proceed with the preparation of the tender documents for the work required to install utility services in the new Hillview subdivision Phase 3 as per their revised opinion of probable construction costs.

"Carried"

- e) Lift Station Upgrade -Palmlite Systems Revised Quote

**16/10****MacDonald – Henry**

**WHEREAS** quotes have been received from Pritchard Industrial and PalmLite Systems for the proposal of generator set for the lift station,

**THEREFORE BE IT RESOLVED THAT** the quote from Palm Lite Systems in the amount of \$39,270.56 hereby be accepted and that the cost of the generator hereby be paid for from the utility reserve.

**AND WHEREAS** the Manitoba Water Services Board has agreed to provide one third share of the cost of the generator,

**THEREFORE BE IT RESOLVED THAT** the Chief Administrative Officer hereby forward the invoices for payment.

"Carried"

- f) MCC Store  
**CAO to Respond**  
 g) Industrial Park

**General Business**

- a) Cancellation of Invoice Fire Inspections

**17/10****Henry - MacDonald**

**WHEREAS** the MacGregor Fire Chief has conducted fire inspections at the Memorial Hall and Nor-Mac Community Centre;

**THEREFORE BE IT RESOLVED THAT** Council hereby cancel the fire inspection invoices.

"Carried"

- b) Utilities/A/R Invoices to Taxes

**18/10****Grainger - Koldyk**

**BE IT RESOLVED THAT** all outstanding invoices 30 days and over on December 31, 2009 hereby be added to their corresponding tax roll entry in accordance with Section 252 of the Municipal Act.

"Carried"

- c) Nor-Mac Centre 2009 Summer Repairs – Brine Pump/Curling Ice Plant Maintenance.

**19/10****Koldyk – Grainger**

**WHEREAS** the Nor-Mac Centre experienced some repairs of the Brine Pump and curling ice plant during the summer,

**THEREFORE BE IT RESOLVED THAT** the 30% invoices from Modern Heat Transfer totalling \$3,921.40 hereby be paid for by the Town of MacGregor Rec reserve.

“Carried”

d) Tax Sale Designation  
**20/10**  
**MacDonald – Henry**

**BE IT RESOLVED THAT** Council of the Town of MacGregor does hereby designate the year 2009 for which properties in tax arrears be placed into tax sale, and offered for sale by Public Auction to recover tax arrears and costs.

“Carried”

e) Interim Budget -2010  
**21/10**  
**Grainger – Koldyk**

**WHEREAS** in accordance with Section 163 of the Municipal Act, the Council of the Town of MacGregor may adopt an Interim operating budget to have in effect until the Council adopts the operating budget for 2010;

**BE IT RESOLVED** the following interim operating budget estimates be hereby approved:

**OPERATING EXPENDITURES**

General Government Service	\$ 40,000.00
Transportation Services	\$ 60,000.00
Protective Services	\$ 40,000.00
Environmental Services	\$ 10,000.00
Public Health Services	\$ 10,000.00
Environmental Development Services	\$ 4,000.00
Economic Development Services	\$ 6,000.00
Recreation & Cultural Services	\$ 15,000.00
Fiscal Services	\$ 10,000.00

**CAPITAL EXPENDITURES**

Borne by Operating	\$ 15,000.00
Borne by Reserves	\$100,000.00

“Carried”

f) Penalty Cancellation Authorization  
**22/10**  
**Henry - MacDonald**

**BE IT RESOLVED THAT** the Chief Administrative Officer hereby be authorized to cancel interest penalty where the penalty does not exceed \$5.00.

“Carried”

g) Fire Rescue Tender  
**Noted & Filed**

h) Employee Code of Conduct  
**23/10**  
**Koldyk – Grainger**

**BE IT RESOLVED THAT** Council of the Town of MacGregor hereby adopt the municipal employee code of conduct attached hereto as Schedule “C”.

“Carried”

i) Street Paving -2010 Projects  
**Public Works to Measure**  
 j) S.E.O. Update  
 k) Emergency Plan Approval  
**24/10**

**MacDonald – Henry**

**WHEREAS** the Joint Emergency Committee has submitted an Emergency Plan for approval,

**THEREFORE BE IT RESOLVED THAT** Council of the Town of MacGregor hereby approve the recommended Emergency Plan as Prepared by the Joint Emergency Committee.

“Carried”

l) Signing Authority

**25/10**

**Grainger – Henry**

**BE IT RESOLVED THAT** Council of the Town of MacGregor authorize Executive Assistant, Theresa Bergen, to have signing authority with either the Mayor or Deputy Mayor on behalf of the Town of MacGregor.

“Carried”

**Adjournment**

**26/10**

**MacDonald – Henry**

**BE IT RESOLVED THAT THIS MEETING BE ADJOURNED.**

Time of day: 10:35 p.m.

**FURTHER BE IT RESOLVED THAT** the next Council meeting be set for Wednesday, February 10, 2010 at 6:30 p.m.

“Carried”

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

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Doris Moore  
Mayor