

# RURAL MUNICIPALITY OF GLENWOOD

## Regular Council Meeting Minutes

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Date: January 8, 2013  
Time: 9:00 a.m.  
Place: Council Chambers – Souris Civic Centre, Souris, MB

Present: Reeve M. E. (Sandy) Sanderson  
Deputy-Reeve Joe Goodwill  
Councillors Sheldon Betker, Leslie Chudley,  
Darcy Gerow, Walter Finlay and Gerry Williams  
Chief Administrative Officer Lisa Greig

Regrets: None

Reeve Sandy Sanderson called the meeting to order at 9:06 a.m.

### **AGENDA:**

**Res. No. 01/13:** Moved by Councillors Chudley & Williams  
**BE IT RESOLVED THAT** Council adopt the agenda with the following addition:

GENERAL BUSINESS:

k) Souris Curling Club – Survivor 2013 Bonspiel **CARRIED**

### **MINUTES:**

**Res. No. 02/13:** Moved by Councillors Betker & Gerow  
**BE IT RESOLVED THAT** the minutes of the regular Council meeting of  
December 11, 2012, be adopted as circulated. **CARRIED**

**BUSINESS ARISING OUT OF THE MINUTES:** None.

### **PUBLIC WORKS REPORT:**

a) **Chairperson's Report** – Councillor Goodwill reported on the following:

- ▶ Minimal communication from P.W.
- ▶ Employees attended 1st Aid Course & took WHMIS on-line
- ▶ Ford truck exhaust leak
- ▶ Plow electrical & battery cable

b) **Workplace Safety & Health Inspection** – The report was reviewed, with the requirements and equipment purchases to meet safety regulations being discussed.

c) **Mack Truck Extended Warrantee** – The following resolution was passed:

**Res. No. 03/13:** Moved by Councillors Finlay & Betker

**BE IT RESOLVED THAT** the Council hereby agree to enter into an Extended Warrantee agreement for a 60 month term, with Mack Sales & Service of MB Ltd. for the new 2013 Mack Truck (CXU613); and authorizes the C.A.O. and Reeve to sign accordingly; as is as follows: Platinum Plus: 60 mo.; 241,500km; 7,500 hours, @ \$1,320; plus deductible per visit.**CARRIED**

**HEARING: Public/Conditional Use/Variation** - None

**DELEGATIONS:**

**Brian Spurrill, Sec.-Treas. – SW Horizon S.D.** – B. Spurrill attended the meeting to review enrollment, student/staffing ratios, related financial items, and advised the annual general meeting was scheduled for March 6, 2013 in Hartney, MB.

**LIST OF ACCOUNTS:**

The following resolution was passed:

**Res. No. 04/13:** Moved by Councillors Gerow & Betker

**BE IT RESOLVED THAT** the List of Accounts shown on Warrant Sheet No. 01/13, manual cheques #1126 to #1144, as well as accounts payable cheques #2302 to #2327 totaling \$139,286.10 are hereby approved for payment.

**FURTHER BE IT RESOLVED THAT** the pre-authorized payments totaling \$625.86 for MB Hydro and MTS Allstream are also hereby approved.

**CARRIED**

**FINANCIAL STATEMENT & ADMINISTRATOR'S REPORT:**

a) **December 2012 Financial Statement** – Due to year-end entries the financial statement was deferred.

b) **2011 Auditor Report** – The 2011 Auditor's Report for the year ended December 31, 2011, as prepared by BDO Dunwoody LLP, was discussed and the following resolution was passed:

**Res. No. 05/13:** Moved by Councillors Gerow & Finlay

**BE IT RESOLVED THAT** the Council hereby adopts the Auditor's Report and Consolidated Financial Statements for the year ended December 31, 2011, as tabled.

**CARRIED**

c) **Administrator's Report** – Apprised Council of a scheduled AMM Executive and Western Dist. Directors meeting to be held on January 25 at 11:30 a.m. in the Civic Centre.

d) **Outstanding Public Works Account** – The following resolution was passed:

**Res. No. 06/13:** Moved by Councillors Goodwill & Williams

**BE IT RESOLVED THAT** the Council, pursuant to subsection 252(2) of The Municipal Act, hereby authorizes the C.A.O. to add the following overdue Public Works account to the property tax account of the respective ratepayer: Mark & Jeni-Lyn Jones ..... \$54.12. **CARRIED**

### **COMMUNICATIONS:**

a) From Souris Parks Board – requested a committee member for feasibility to build new campground; and the following resolution was passed:

**Res. No. 07/13:** Moved by Councillors Chudley & Goodwill

**BE IT RESOLVED THAT** the Council hereby appoints Councillor Sheldon Betker as a R.M. of Glenwood representative to the Souris Parks Board to assist with a feasibility study to build a new campground effectively immediately. **CARRIED**

b) From Oil Producing Municipalities of MB – advised of the scheduled membership meeting and the following resolution was passed:

**Res. No. 08/13:** Moved by Councillors Gerow & Betker

**BE IT RESOLVED THAT** the Council hereby approves & authorizes the payment of \$100.00 to the R.M. of Pipestone for a membership fee to the Oil Producing Mun. of MB. **CARRIED**

c) From AMM – reported on future Mun. Officials Seminars and AMM Annual Conventions, and was filed.

d) From AMM – advised the RM of Glenwood's sponsored Resolution #32/07 was resolved, and was filed.

e) From YMCA – advised that Women of Distinction nominations were being sought, and was filed.

f) From Southwest Regional Dev. Corp – advised that nominations were being accepted for the Board of Directors, and was filed.

g) Prairie Mtn. Health – advised paramedic training was scheduled, and was filed.

h) Enbridge Pipelines Inc. – provided public awareness material, and was filed.

i) RCMP – provided a report for "D" Division 2011/2012 Year in Review, and was filed.

**BY-LAW:** None

NOTE: The meeting was adjourned for lunch at 11:55 a.m. and reconvened at 1:012 p.m.

**GENERAL BUSINESS:**

- a) **International Union of Operating Engineers Local 987** - A general review occurred.
- b) **R.M./Town Joint Council Meeting** - The next meeting has been scheduled for March 5, 2013 at 7:00 p.m.
- c) **MB Local Gov. – Best Practices in Governance and Administration**

**Code of Conduct for Council Members** – The following resolution was passed:

**Res. No. 09/13:** Moved by Councillors Chudley & Williams

**WHEREAS** all municipalities are required by section 250(3) (4) and (5) of *The Municipal Act*, to adopt a Council Members’ Code of Conduct Policy that establishes the conduct rules of Council.

**THEREFORE BE IT RESOLVED** that Council for the R.M. of Glenwood hereby adopt the Council Members’ Code of Conduct Policy as attached. **CARRIED**

**Tendering and Procurement Policy** – The following resolution was passed:

**Res. No. 10/13:** Moved by Councillors Gerow & Betker

**WHEREAS** all municipalities are required by section 250(3)(4) and (5) of *The Municipal Act*, to adopt a Municipal Tendering and Procurement Policy that sets out the processes for purchases of and the sale of municipal property.

**THEREFORE BE IT RESOLVED** that Council for the R.M. of Glenwood hereby adopt the Municipal Tendering and Procurement Policy as attached. **CARRIED**

**Private Works Policy** – The following resolution was passed:

**Res. No. 11/13:** Moved by Councillors Goodwill & Chudley

**WHEREAS** all municipalities are required by section 250(3)(4) and (5) of *The Municipal Act*, to adopt a Municipal Private Works Policy that sets out Council’s requirements for the undertaking of private works by the municipality, and the rates or charges for private works to be carried out.

**THEREFORE BE IT RESOLVED** that Council for the R.M. of Glenwood hereby adopt the Municipal Private Works Policy as attached. **CARRIED**

d) **Prov. Speech from the Throne – Amalgamation** – Communication from the Minister of Local Gov. and the AMM was distributed.

e) **Western District Curling Bonspiel** – The following resolution was passed:

**Res. No. 12/13:** Moved by Councillors Gerow & Betker

**BE IT RESOLVED THAT** the Council agrees to enter a team in the Annual A.M.M. Western District Bonspiel, hosted by the R.M. of Pipestone and held in Reston, MB on Thursday, February 21, 2013 with the entry fee and mileage to be paid by the municipality.

**CARRIED**

f) **2013 Staff Salaries / Wages** – The following resolution was passed:

**Res. No. 17/13:** Moved by Councillors Williams & Goodwill

**BE IT RESOLVED THAT** the Council hereby approves out-of-scope salaries as attached for municipal administrative staff to be effective as of January 1, 2013.

**CARRIED**

g) **2013 Interim Operating Budget** – The following resolution was passed:

**Res. No. 13/13:** Moved by Councillors Finlay & Williams

**BE IT RESOLVED THAT** the Council, pursuant to Section 163 of The Municipal Act, hereby adopts the following Interim Operating Budget to have effect until the 2013 Financial Plan is adopted:

General Government Services .....	\$100,000
Protective Services .....	10,000
Transportation Services .....	200,000
Environmental Health Services .....	25,000
Public Health and Welfare Services .....	15,000
Environmental Development Services .....	5,000
Economic Development Services .....	50,000
Recreation and Cultural Services .....	10,000
Fiscal Services .....	<u>30,000</u>
Total Interim Operating Budget.....	<u>\$445,000</u>

**CARRIED**

h) **2013 Operating Line of Credit** – Deferred to the next Council meeting.

i) **Designated Year for Tax Sale** – The following resolution was passed:

**Res. No. 14/13:** Moved by Councillors Gerow & Betker

**BE IT RESOLVED THAT** the Council hereby designates the year 2011 as the designated year for which properties, the taxes in respect of which are in arrears, will be offered for sale by public auction to recover the tax arrears and costs.

**CARRIED**

- j) **AMM – Ed. Workshop – Employment Records @ Wpg – Feb. 8th** – The following resolution was passed:

**Res. No. 15/13:** Moved by Councillors Betker & Finlay  
**BE IT RESOLVED THAT** the Council authorizes the C.A.O. to attend the AMM Education Workshop – Employment Related Records in Manitoba, being held in Winnipeg, MB on February 8, 2013 with all expenses for registration fees, accommodations, mileage and daily indemnities to be paid by the municipality. **CARRIED**

- k) **Souris Curling Club – Survivor 2013 Bonspiel** – The following resolution was passed:

**Res. No. 16/13:** Moved by Councillors Finlay & Goodwill  
**BE IT RESOLVED THAT** the council hereby endorses the Survivor 2013 Bonspiel to be held March 26 - 31, 2013, at the Souris & Glenwood Memorial Complex as a community event for occasional permit purposes. **CARRIED**

**COMMITTEE REPORTS:**

Council members provided summaries of the activities and meetings of the various boards and committees on which they represent the municipality.

**ADJOURNMENT:**

**Res. No. 18/13:** Moved by Councillors Gerow & Finlay  
**BE IT RESOLVED THAT** this meeting do now adjourn to meet again on February 12, 2013; or at the call of the chair. Time of adjournment is 3:50 p.m. **CARRIED**

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M. E. (Sandy) Sanderson, Reeve

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Lisa Greig, Chief Administrative Officer