



R.M. of Victoria

Meeting Minutes

November 16, 2015 - Regular Council Meeting - 9:30 am

Minutes of the Regular Meeting of Council of the Rural Municipality of Victoria held November 16th, 2015 at the Municipal Office in Council Chambers at Holland, Manitoba.

Present: Reeve Harold W. Purkess, Deputy Reeve Raymond W. Huggart, Councillors William F. Rex, James H. Cassels, Reginald P. Marginet, Chief Administrative Officer Y. Ivan Bruneau, Administrative Assistant Leona De Smet and Financial Administrator Azure-Dee Sharp

Call to Order: Reeve Harold W. Purkess called the meeting to order at 9:30 am.

Resolution No: 1. Confirm Minutes
2015/243

Moved by: James H. CASSELS
Seconded by: William F. REX

BE IT RESOLVED that the Minutes of the Regular Meeting of Council held October 14th, 2015 and the Organizational Meeting of Council held October 26th, 2015, hereby be adopted as circulated.

Carried

Resolution No: 2. Adoption of Agenda
2015/244

Moved by: Raymond W. HUGGART
Seconded by: James H. CASSELS

BE IT RESOLVED that the Agenda hereby be adopted as amended.

Carried

3. Delegations

3.1 11:00 am - Murray Lovie & Annette Young - Community Development Corporation

Chairperson Murray Lovie and Committee Member Annette Young met with Council to review the position of Economic Development which was recently advertised in the local papers. No applicants had applied for the part-time position and the committee members wanted to review the vacant position and the direction that Council would like the committee to take.

Resolution No: 4. **Report of Committee**
2015/245

Moved by: Reginald P. MARGINET
Seconded by: William F. REX

BE IT RESOLVED that the Reports of Committees hereby be adopted as filed.

Carried

5. Reception of Petitions

There were no petitions filed or received at or prior to the meeting.

6. Communications

6.1 Shane Robins - Manitoba Conservation Districts Association - Annual Conference

Noted & Filed

Resolution No: 6.2 Catheryn Pedersen - Holland & Area Lioness Club - Hosting Assistance Application
2015/246

Moved by: Raymond W. HUGGART
Seconded by: James H. CASSELS

WHEREAS the Holland and Area Lioness Club are hosting a Lioness Mini Mall and Craft Sale on November 29th, 2015;

AND WHEREAS the Holland and Area Lioness Club has requested financial assistance to help cover costs of hosting the event; and,

BE IT RESOLVED that Council of the Rural Municipality of Victoria hereby authorize the payment of \$100.00 to the Holland and Area Lioness Club for the hosting of this event.

Carried

6.3 Joe Masi - Association of Manitoba Municipalities - Rural Economic Development

Noted & Filed

- 6.4 Raymond M. Colley - Brookdale Cemetery Committee - Perpetual Care

Noted & Filed

- 6.5 Cheryl Church - Holland Child Care Centre - Family Event

Noted & Filed

- 6.6 Jason Cousin - J.R. Cousin Consultants - Holland Lagoon Study

Noted & Filed

- Resolution No:** 2015/247 6.7 Paul & Michelle Campeau - SW 3-9-11 - Land Assessment Classification

Moved by: William F. REX

Seconded by: Reginald P. MARGINET

WHEREAS an error occurred on the 2015 Property Tax Bill for the property described as the SW1/4 of 3-9-11 located at 48010 Road 63W owned by Paul and Michelle Campeau;

AND WHEREAS the error involved the classification of the entire property to residential assessment; and,

BE IT RESOLVED that the amount of \$499.59 hereby be cancelled from Roll Number 115400 being the SW1/4 of 3-9-11 and located at 48010 Road 63W.

Carried

- 6.8 Pamela Griffin - Cypress River Resource Centre - Nursing Program

Noted & Filed

- 6.9 Steve Wiecek - W.L. Gibbons & Associates - Water Quality Report

Noted & Filed

- Resolution No:** 2015/248 6.10 Laura Mulvaney - Altus Geomatics - Monument Restoration Program

Moved by: Reginald P. MARGINET

Seconded by: James H. CASSELS

WHEREAS Altus Geomatics Manitoba were requested to provide a survey along the Southwest corner of Block 8, Plan

451; the Northwest corner of Block 10, Plan 451, and the Northeast corner of Block 10, Plan 451, within the community of Holland and required to re-establish monuments along these properties;

AND WHEREAS under Section 6 of the Survey Act, the cost of replacing lost or disturbed survey monuments is the responsibility of the municipality;

AND WHEREAS under the Property Registry program the municipality may apply to recover costs of re-establishing survey outline monuments; and,

BE IT RESOLVED that Council hereby authorize Altus Geomatics Manitoba to restore the aforementioned survey monuments; and,

FURTHER BE IT RESOLVED that the Chief Administrative Officer hereby be authorized to apply for the eligible grant funds provided by Property Registry.

Carried

- 6.11 Terra Van Deynze - Manitoba Good Roads Association - Judging Competition Winners

Noted & Filed

- Resolution No:** 6.12 Iva Last - Manitoba Water & Wastewater Association - Annual Conference
2015/249

Moved by: Raymond W. HUGGART

Seconded by: James H. CASSELS

WHEREAS the Manitoba Water and Wastewater Association have scheduled their annual conference and trade show January 31st to February 3rd, 2016 in Winnipeg;

AND WHEREAS the Public Works Utility Operator has indicated that he would like to attend the conference; and,

BE IT RESOLVED that Council hereby authorizes the Public Works Utility Operator to attend the Manitoba Water and Wastewater Association Conference and Trade Show as scheduled.

Carried

- 6.13 Valorie Unrau - Municipality of North Norfolk - Notice of Public Hearing

Noted & Filed

6.14 Chris Goertzen - Municipalities Trading Company of Manitoba - Annual Rebate

Noted & Filed

6.15 Jim Ferguson - Green Manitoba - Waste Reduction and Recycling Rebate

Noted & Filed

Resolution No: 2015/250 6.16 Robert Wheeler - St. Claude Veterinary Services District Board - 2016 Budget

Moved by: Raymond W. HUGGART

Seconded by: Reginald P. MARGINET

WHEREAS the Rural Municipality of Victoria contributes financial support annually to the operation of the St. Claude Veterinary Services District Board;

AND WHEREAS the South Central Veterinary District Board has submitted their 2016 budget to Council for review, and has formally requested Council consider including in their 2016 budget a levy amount of \$1,232.00 toward the St. Claude Veterinary Services District Board; and,

BE IT RESOLVED that Council hereby ratifies the amount of funding requisitioned and includes the requested amount of \$1,232.00 in their 2016 Budget as their contribution to the St. Claude Veterinary Services District Board.

Carried

Resolution No: 2015/251 6.17 Minister Steve Ashon - Manitoba Emergency Measures - Emergency Management Conference

Moved by: Raymond W. HUGGART

Seconded by: William F. REX

WHEREAS Manitoba Emergency Measures have scheduled an Emergency Management Conference for January 14th, in Portage la Prairie, Manitoba;

AND WHEREAS Council and the Emergency Coordinator has indicated that they are interested in attending this conference; and,

BE IT RESOLVED that Council of the Rural Municipality of Victoria hereby authorizes the interested members of Council and the Emergency Coordinator to attend this conference.

Carried

Resolution No: 6.18 Shelley Johnston - Holland Chamber of Commerce - Santa Claus
2015/252 Parade

Moved by: Reginald P. MARGINET

Seconded by: James H. CASSELS

WHEREAS the Holland Chamber of Commerce are hosting the Annual Santa Clause Parade on December 5th, 2015;

AND WHEREAS the Holland Chamber of Commerce has requested financial assistance to help cover costs of hosting the event; and,

BE IT RESOLVED that Council of the Rural Municipality of Victoria hereby authorize the payment of \$100.00 to the Holland Chamber of Commerce for the hosting of this event.

Carried

6.19 Steven Bjornson - Turtle Mountain Mutual Aid District - Official
Training Seminar

Noted & Filed

Resolution No: 6.20 Ron Graham - Cypress River Wildlife Association - Game & Fish
2015/253 Trophy Night

Moved by: William F. REX

Seconded by: Raymond W. HUGGART

WHEREAS the Cypress River Wildlife Association have requested the issuance of an Occasional Liquor permit for their annual Game and Fish Trophy Night scheduled December 11th, 2015 at the Cypress River Community Centre;

AND WHEREAS the organization has requested that the Council of the Rural Municipality of Victoria declare the Game and Fish Trophy Night as a major community event involving the entire community; and,

BE IT RESOLVED that Council declares the Game and Fish Trophy Night as a major community event for the Cypress River area.

Carried

6.21 Agnes Tack - South Central Planning District - Meeting Minutes

Noted & Filed

6.22 Harold Reid - Sensus Partnership of Chartered Accountants -
Interim Audit Preparation

Noted & Filed

7. Accounts

Resolution No: 7.1 Expenditures
2015/254

Moved by: Reginald P. MARGINET
Seconded by: Raymond W. HUGGART

WHEREAS Council of the Rural Municipality of Victoria have reviewed the expenditures for the municipality for the period ending **October 30th, 2015**; and,

BE IT RESOLVED that general operating and payroll cheques **20151123** to **20151257**, totaling **\$300,614.80** hereby be approved for payment.

Carried

Resolution No: 7.2 Expenditures
2015/255

Moved by: William F. REX
Seconded by: James H. CASSELS

WHEREAS Council of the Rural Municipality of Victoria have reviewed additional expenditures for the municipality recorded during the month of February, 2015 that requires to be approved; and,

BE IT RESOLVED that general operating cheques **20150245** to **20150247**, totaling **\$17,781.97** hereby be approved for payment.

Carried

Resolution No: 7.3 Financial Statements
2015/256

Moved by: Raymond W. HUGGART
Seconded by: James H. CASSELS

BE IT RESOLVED that the Financial Reports hereby be filed as received.

Carried

8. By-Laws

Resolution No: 8.1 By-Law No: 1382/2015 - Rules of Procedures By-Law - Second
2015/257 Reading

Moved by: Reginald P. MARGINET

Seconded by: William F. REX

BE IT RESOLVED that By-Law No: 1382/2015 being a by-law of the Rural Municipality of Victoria to regulate the proceedings and conduct of the Council and Committees thereof, hereby be given second reading.

Carried

Resolution No: 8.2 By-Law No: 1382/2015 - Rules of Procedure By-Law - Third
2015/258 Reading

BE IT RESOLVED that By-Law No: 1382/2015 being a by-law of the Rural Municipality of Victoria to regulate the proceedings and conduct of the Council and Committees thereof, hereby be given a third and final reading.

Name	Yes	No	Abstained	Absent
Harold W. PURKESS	✓			
James H. CASSELS	✓			
Raymond W. HUGGART	✓			
Reginald P. MARGINET	✓			
William F. REX	✓			

Carried

Resolution No: 8.3 By-Law No: 1383/2015 - Organizational By-Law - First Reading
2015/259

Moved by: James H. CASSELS

Seconded by: Raymond W. HUGGART

BE IT RESOLVED that By-Law No: 1383/2015 being a by-law of the Rural Municipality of Victoria to govern the organization of the municipality hereby be given first reading.

Carried

9. Unfinished Business

Resolution No: 9.1 Policy Adoption - Code of Ethics and Conduct
2015/260

Moved by: Raymond W. HUGGART

Seconded by: James H. CASSELS

BE IT RESOLVED that the draft policy brought forward by Council Committee regarding a Code of Ethics and Conduct to ensure that Municipal Council and Employees conduct themselves in a open and ethical manner, hereby be adopted as a Policy and Procedure, for the Rural Municipality of Victoria.

Carried

Resolution No: 9.2 Policy Adoption - Retention and Disposal of Records
2015/261

Moved by: Reginald P. MARGINET
Seconded by: Raymond W. HUGGART

BE IT RESOLVED that the draft policy brought forward by Council Committee regarding the Retention and Disposal of Records to assist with the management of the records and information of the municipality, hereby be adopted as a Policy and Procedure, for the Rural Municipality of Victoria.

Carried

Resolution No: 9.3 Policy Adoption - iPad or Laptop Computers
2015/262

Moved by: James H. CASSELS
Seconded by: William F. REX

BE IT RESOLVED that the draft policy brought forward by Council Committee regarding iPad or Laptop Computers to establish guidelines for their provision and use with the internet and E-mail resources for Council Members, hereby be adopted as a Policy and Procedure, for the Rural Municipality of Victoria.

Carried

Resolution No: 9.4 Policy Adoption - Electronic Communication Devices
2015/263

Moved by: William F. REX
Seconded by: Reginald P. MARGINET

BE IT RESOLVED that the draft policy brought forward by Council Committee regarding Electronic Communication Devices to ensure and restrict the use of all electronic communication devices during the operation of municipal vehicles and mobile equipment, hereby be adopted as a Policy and Procedure, for the Rural Municipality of Victoria.

Carried

Resolution No: 9.5 Policy Adoption - Internet Usage
2015/264

Moved by: Raymond W. HUGGART
Seconded by: James H. CASSELS

BE IT RESOLVED that the draft policy brought forward by Council Committee regarding the appropriate use of the internet for Council, Municipal Employees, both directly and indirectly employed by the municipality, and volunteers accessing the

internet using any type of electronic device, hereby be adopted as Policy and Procedure, for the Rural Municipality of Victoria.

Carried

Resolution No: 9.6 Policy Adoption - Social Media
2015/265

Moved by: Reginald P. MARGINET
Seconded by: Raymond W. HUGGART

BE IT RESOLVED that the draft policy brought forward by Council Committee regarding the appropriate use of the internet to distribute information to the general public by Social Media, hereby be adopted as Policy and Procedure, for the Rural Municipality of Victoria.

Carried

10. General Business

10.1 Holland Local Urban District - Garbage Collection

Noted & Filed

10.2 Holiday Schedule

Noted & Filed

Resolution No: 10.3 Councillor Regular and Special Meeting Attendance via
2015/266 Telephone Conference Request

Moved by: Reginald P. MARGINET
Seconded by: William F. REX

WHEREAS Councillor Raymond W. Huggart has requested to participate at the regular and special Council and Committee meetings scheduled December 1, 2015 to March 31, 2016 via teleconference according to Section 6.0, of the Rules of Procedure By-Law #1382/2015, and,

BE IT RESOLVED that Council hereby authorizes Councillor Raymond W. Huggart to attend any of the Council and/or Committee regular or special meetings scheduled between December 1, 2015 and March 31, 2016 by telephone conference.

Carried

11. Notice of Motion

There was no Notice of Motion filed prior, or at the meeting of Council.

Resolution No: 12. Adjournment

2015/267

Moved by: Reginald P. MARGINET

Seconded by: Raymond W. HUGGART

BE IT RESOLVED that Council hereby adjourns. Time of day
1:45 pm.

Carried

Reeve

Chief Administrative Officer