Rural Municipality of North Norfolk
Council Minutes – December 12, 2011

Minutes of the regular meeting of Council of the Rural Municipality of North Norfolk held in Council Chambers in MacGregor on Monday, December 12, 2011

Present: Reeve Neil Christoffersen, Councillors Bill Wieler, Leonard Friesen, Art Wilcox, Karl Voesenek, Brad Ryz, Cam Cleaver and Chief Administrative Officer Valorie Unrau.

Call to order

Reeve Neil Christoffersen called the meeting to order at 9:00 a.m.

Minutes

226/11
Ryz-Wilcox

BE IT RESOLVED THAT the minutes of the Regular Meeting of Council of the Rural Municipality of North Norfolk held November 8th, 2011 hereby be adopted as circulated.

"Carried"

Agenda

227/11
Cleaver-Friesen

BE IT RESOLVED that the Agenda prepared by the Chief Administrative Officer hereby be adopted as amended.

"Carried"

Reception of delegations

a) 9:00 A.M. - R.C.M.P - November report
b) 9:15 A.M. - Board of Revision

228/11
Wilcox-Voesenek

BE IT RESOLVED that Council of the Rural Municipality of North Norfolk, according to section 41 (1) of the Municipal Assessment Act, hereby resolves itself in a Board of Revision to hear appeals against the 2012 Assessment Roll.

"Carried"

229/11
Ryz-Wieler

BE IT RESOLVED THAT the 2012 preliminary Assessment roll prepared by Manitoba Assessment hereby be accepted as prepared.

"Carried"

230/11
Wieler-Friesen

BE IT RESOLVED THAT the Board of Revision adjourn. Time of day: 9:50 AM.

"Carried"

Reports of Committees

Reeve and Councillor Committee Reports

Reeve:
- EMO Co-ordinator Update
- Clean Environment Commission – Blaine Pederson, relating to Bipole III route;
- Drainage ditch west of MacGregor has been mowed, appreciation to the Hwy's department
- Safety Plan Update
- Austin Parade on December 20, 2011

Councillor Wieler
- Equipment:
i) J.D. self-loading scraper requires new hydraulic pump
ii) 2009 Mack-warranty will expire in January 2012. Due for inspection and do any replacements while on warranty.
iii) Hyundai Load-needs cooler Radiator
iv) Service Truck-regular maintenance; consider a replacement for 2012 budget
v) Grader #3 – transmission work
vi) Shop maintenance – light fixtures still not completed
- Assisted Living Update

Councillor Cleaver - Heartland Rec Meeting
- Received healthy Living Committee Concern

Councillor Voesenek - House clean up in Rossendale is now complete

Councillor Friesen - LUD – Water Treatment Plant
- Drainage project on Pth 34 is now complete. Good co-operation between operators.

Councillor Ryz - Sidney Hall-covered entrance on Sidney hall
- Christmas lights are up
- Continued Bridge repair concern

Councillor Wilcox - Attended Vet Board Meeting

Chief Administrative Officer Report
Noted & Filed
<u>In Camera</u>
231/11
Wieler-Cleaver

BE IT RESOLVED THAT Council now move "in camera" to discuss personnel issues.

"Carried"

232/11
Ryz-Wilcox

BE IT RESOLVED THAT Council hereby return to the regular meeting.

"Carried"

Public Works Report
Noted & Filed
Development Officer Building Inspector By-Law Enforcement Officer:
233/11
Ryz-Wilcox

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

Permit #	Roll #	Location of Work	Description of work
92/11	200	NW 1-12-9 WPM	Wood grain/coal shed
93/11	113050	SE 32-11-9 WPM	Remove bldg. from municipality
94/11	57600	NW 10-11-10 WPM	Seed cleaning plant
95/11	238650	NW 36-10-11 WPM	Maintenance Shop
96/11	169000	14 Beaver St – Austin	House Removal

FURTHER BE IT RESOLVED THAT Permit #95/11 hereby be subject to engineer's consultation and recommendation being followed;
And;
BE IT RESOLVED THAT the permits hereby be forwarded to the Building Inspector for processing.

"Carried"

<u>Petitions & Communications</u>

RCMP - Making a Difference Newsletter
Noted & Filed
Red River Basin - Summit Conference
Noted & Filed
Altus Geomatics - Restoration of Monuments
Noted & Filed
Nordevco Associates - Lagoon Treatment Project costs
2012 budget
North Norfolk Cheer Board - Hamper Applications
234/11
Friesen-Cleaver

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

"Carried"

MTCML -2011 Rebate
Noted & Filed
Heartland Rec -2010 Financial Statements
Noted & Filed

A.M.M.	-Eco-calendar
Noted & Filed	
M.I.T.	-Hwy speed reduction request
Noted & Filed	
Community Planning	-Proposed Subdivision NE 15-11-12wpm
Noted & Filed	
Manitoba Emergency Measures	-Advance payment
Noted & Filed	
Tony Daniels	-Irrigation Pivot
Noted & Filed	
Registrar General, Manitoba Finance	-New monument public notice
CAO to investigate	
Safety Services Manitoba	-Safe Work Conference 2012
Noted & Filed	
R.M. of Grey	-Zoning Amendment
Noted & Filed	
North Norfolk Healthy Community	-Local 2012 flood preparation
CAO to respond	
Muniware	-Electronic Funds Transfer
Noted & Filed	
Mb. Local Government	-Gas Tax Agreement
Noted & Filed	
Heartland Rec	-Minutes Nov. 7, 2011
Noted & Filed	
Mb Conservation	-Lagoons
CAO to Respond	
Manitoba Infrastructure Transportation	-Engineer's Flood Damage Report
Noted & Filed	

Accounts

Monthly Expenditures

235/11

Wilcox-Ryz

WHEREAS Council of the Rural Municipality of North Norfolk has now reviewed the expenditures of the municipality for the period ending **November 30, 2011**; and,

BE IT RESOLVED that Council hereby authorize payment of general operating and payroll cheques **201101351 to 201101524** both inclusive totalling **$1,285,487.47.**

"Carried"

Month End Reports

236/11

Cleaver-Wieler

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

"Carried"

General Business

Manitoba Ag Hall of Fame

Noted & Filed

Muniware – EFT Module

237/11

Ryz-Wilcox

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 for the tax module and $700 for the payroll module;

THEREFORE BE IT RESOLVED THAT the Council hereby authorize the purchase of these modules.

"Carried"

Muniware – 2012 Support Agreement

238/11

Friesen-Wieler

WHEREAS a 2012 Support Agreement has been received from Muniware;

THEREFORE BE IT RESOLVED THAT the Council of the R.M. of North Norfolk hereby authorize the Chief Administrative Officer to sign the agreement on behalf of Council.

"Carried"

Office Christmas Season Office Hours
239/11
Wieler-Cleaver

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, 2011 – closed all day

"Carried"

Taxervice – engagement letter
240/11
Wilcox-Voesenek

BE IT RESOLVED THAT the Council of the R.M. of North Norfolk hereby authorize the Chief Administrative Officer to sign the Letter of Engagement with TAXervice to provide services for the collection of tax arrears.

"Carried"

Telus – approval of fibre cable
241/11
Cleaver-Wieler

WHEREAS Telus has requested permission to install fibre optic cable along the north and south service roads throughout our municipality;
THEREFORE BE IT RESOLVED THAT the Council hereby grant permission for the installation of the cable as per the drawings that were submitted.

"Carried"

Austin Credit Union – Line of credit
242/11
Wieler-Friesen

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 R.M. of North Norfolk in taxes and grants in lieu of taxes in the fiscal year ending on December 31, 2011 was greater than $300,000.00;and,
WHEREAS it is anticipated that the R.M. of North Norfolk may need to borrow up to $300,000.00 from the Austin Credit Union Limited;
THEREFORE BE IT RESOLVED THAT the R.M. of North Norfolk do borrow from the Austin Credit Union Limited, by way of line of credit agreement, promissory note or notes or otherwise, the sum of $300,000.00, together with interest at the rate of 0.00% per annum above the Austin Credit Union Prime Rate.
FURTHER BE IT RESOLVED THAT the R.M. of North Norfolk 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.
FURTHER BE IT RESOLVED THAT the R.M. of North Norfolk 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 it be required to see that the taxes are deposited or applied.
FURTHER BE IT RESOLVED THAT the Reeve and the Chief Administrative Officer are authorized to execute, on behalf of the R.M. of North Norfolk, all documents necessary to give effect to the foregoing.
FURTHER BE IT RESOLVED THAT all amounts so borrowed and interest will be repaid to the Austin Credit Union Limited within the current year.

"Defeated"

2012 Salary Schedule A
Tabled
MMAA - Financial Administration Development Program
243/11
Voesenek-Wilcox

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 the Town of MacGregor.

"Carried"

O/S invoices added to Tax
244/11
Cleaver-Friesen

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"

MB Planning Conference
245/11
Ryz-Wilcox

WHEREAS the Manitoba Planning Conference 2011 will be held February 22-24, 2012 in Brandon, MB;
THEREFORE BE IT RESOLVED THAT Neil Christoffersen, Brad Ryz, Bill Wieler be authorized to attend the conference with all expenses to be paid by the R.M. of North Norfolk; and,
FURHTER BE IT RESOLVED THAT Valorie Unrau be authorized to attend with all expenses to be costs shared with the Town of MacGregor.

"Carried"

Building Permit Fees
Tabled to Normac Planning Meeting
Animal Control Officer
Tabled
Bridge Repair
Contact John B
Water Meter repair
246/11
Wieler-Friesen

WHEREAS a water meter located on the NE 31-12-9W has been frozen and is now broken;
AND WHEREAS the landowner is responsible to supply appropriate heat and appropriate circumstances to maintain the municipal equipment
THEREFORE BE IT RESOLVED THAT Council of the Rural Municipality of North Norfolk hereby authorize the repair of water meter on the NE 31-12-9W, Roll 15400;
AND FURTHER BE IT RESOLVED THAT all costs associated with the repair hereby be charged to the ratepayer and can be added to taxes after 30 days outstanding.

"Carried"

Subdivision
247/11
Ryz-Wilcox

BE IT RESOLVED THAT Council of the Rural Municipality of North Norfolk hereby approve the proposed subdivision application #4156-11-5441 on SW 5-10-12 WPM for Robert & Joan Radford.

"Carried"

Adjournment
248/11
Friesen-Cleaver

BE IT RESOLVED that Council now adjourns. Time of day: 4:50 pm.

"Carried"

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

Neil Christoffersen
Reeve