



Municipality of North Norfolk Council Minutes Wednesday, March 08, 2023

Minutes of the regular meeting of Council of the Municipality of North Norfolk held in the Council Chambers in MacGregor, Manitoba on Wednesday March 08, 2023.

Present: Reeve Ed Heppner, Deputy Reeve Chris Leckie, Councillors Scott Early, Ian Blyth, Karl Voesenek, Ed Sattler, Sadie Tait and Chief Administrative Officer Theresa Bergen.

Call to Order

Reeve Ed Heppner called the meeting to order at 9:00 a.m.

Minutes

69/2023 Blyth – Sattler

BE IT RESOLVED THAT the minutes of the Regular meeting of Council of the Municipality of North Norfolk, held February 8, 2023, the special budget meeting held February 13, 2023, and the Committee of the Whole meeting held on March 1, 2023 hereby be adopted as circulated.

“Carried”

Agenda

70/2023 Early – Leckie

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

“Carried”

Reception of Delegations

9:00 a.m. RCMP - Inspector Paul Peddle
-Reviewed monthly stats.

9:15 a.m. Peter Hart – Sustainability - by TEAMS
-Reviewed product that monitors energy consumption in buildings.

9:45 a.m. Chris Kennedy – RF Now
-Reviewed progress on fibre install in the Municipality.

10:30 a.m. Public Hearing – #C01/23

71/2023 Leckie – Voesenek

BE IT RESOLVED THAT Council hereby open a Public Hearing to review Conditional Use application #C01/23, at 16 Second Avenue in Austin, to allow for the operation of a car wash business in a Commercial General Zone.

“Carried”

Bill Warren, Carol Warren & Brenden Martens were in attendance to speak for the proposal.

72/2023 Sattler- Blyth

BE IT RESOLVED THAT Council hereby close the Public Hearing and return to the regular meeting.

“Carried”

73/2023 Leckie- Voesenek

BE IT RESOLVED THAT Conditional Use application #C01/23 at 16 Second Avenue in Austin, to allow for the operation of a car wash business in a Commercial General Zone be hereby approved.

“Carried”

10:45 a.m. Land Lease Tenders Opening
 -Tenders were opened and read by CAO
 -Decision will be made at 2pm

11 a.m. Commissionaires
 Brian Wiltshire
 Andy Chartrand
 Richard Desjardins
 -Reviewed services they provide and discussed Emergency Services Program.

2 p.m. Operations Manager

2:30 p.m. Chris Hurley -MB EMO
 - Reviewed requirements from the Provincial Emergency Measures Act.

Reports of Committees

a) Reeve and Councillor Committee Reports

b) Chief Administrative Officer Report

74/2023 Tait - Voesenek
BE IT RESOLVED THAT all council and committee reports be accepted as presented.

“Carried”

c) Other Public Works/ Operations

- i. Operations Manager -Mike Rodgers
- ii. Safety Report/ CGIS Report -No report.
- iii. Facility Manager Report -Karla Gurke
- iv. Weed Supervisor Report -No report.
- v. Building Permits & Building Inspector Report

75/2023 Sattler – Early

WHEREAS Council have now had the opportunity to review the proposed building permits as follows:

Permit #	Roll No.	Location	Type of Structure Proposed
04/2023	174350	52 First Avenue, Austin	Interior Renovations

THEREFORE BE IT RESOLVED THAT the permits hereby be approved, as per the Building Inspector’s recommendations and upon the Building Inspector’s approval.

“Carried”

Policies

i. 29-23 Abuse and Molestation Policy – new

76/2023 Blyth- Leckie
BE IT RESOLVED THAT Council hereby approve Policy #29-23, being the Abuse and Molestation Policy, as presented.

“Carried”

ii. 06-15 Beaver Control – Review

77/2023 Sattler – Leckie
BE IT RESOLVED THAT Council hereby approved the amendments to Policy #06-15, being the Beaver Control Policy, as amended.

“Carried”

- iii. 22-19 Custom Work Rates – Review

78/2023 Blyth – Voesenek

BE IT RESOLVED THAT Council hereby approve the amendments to Policy #22-19, being the Custom Work Rates Policy, as amended.

“Carried”

General Business

- a) Conditions of Employment By-Law Schedule “A” review

79/2023 Voesenek – Sattler

BE IT RESOLVED THAT Council hereby approve the amendments to Schedule “A” of the Conditions of Employment By-Law #6/2015 as presented and discussed.

“Carried”

- b) Manitoba Water Services Board amendment to agreement

80/2023 Leckie- Sattler

WHEREAS the Manitoba Water Services Board has made an amendment to Schedule “B” of the cost sharing agreement dated August 25, 2020 for the MacGregor Wastewater Capacity Assessment project to accurately reflect the funding sources;

THEREFORE BE IT RESOLVED Council hereby approve the amendments.

“Carried”

- c) Proposed Subdivision – 4156-23-8231 – Part of SE ¼ 16-12-9

81/2023 Voesenek – Blyth

BE IT RESOLVED THAT Council of the Municipality of North Norfolk hereby approves the proposed subdivision application #4156-23-8231 (Harvey and Hali Nichol) Lot 1 SP Plan 31550 in part of SE1/4 16-12-9 WPM with the following conditions:

- None.

“Carried”

- d) Commissionaires – 2023/2024 contract for by-law enforcement

82/2023 Leckie – Blyth

WHEREAS the Canadian Corp of Commissionaires has presented a contract for the provision of by-law enforcement services to the municipality for the April 1, 2023 to March 31, 2024 season;

THEREFORE BE IT RESOLVED THAT Council hereby authorizes the CAO to sign the contract on behalf of the council.

“Carried”

- e) Homeowner request for reimbursement of plumbing bill

83/2023 Blyth – Leckie

WHEREAS a request was received from the homeowner at 138 Ross Street in MacGregor to be reimbursed for a plumbing bill to unplug the sewer line on the property;

THEREFORE BE IT RESOLVED THAT Council hereby authorize the reimbursement.

“Defeated”

- f) Gravel Quotes

84/2023 Blyth – Early

WHEREAS quotes were received for the supply and crushing of gravel for the 2023 season;

THEREFORE BE IT RESOLVED THAT Council hereby accept the quote from Bluestar Construction Ltd as per contract specs determined by Operation Manager and CAO.

“Carried”

- g) RF Now – Request to install fibre in right of way

85/2023 Sattler – Blyth

WHEREAS a request has been received from RF Now to install fiber line in the municipal right of way to service customers with fibre optics;
THEREFORE BE IT RESOLVED THAT Council hereby approve the Austin South path addition request as presented.

“Carried”

- h) Trail project charitable donations

86/2023 Voesenek – Early

WHEREAS the Three Creeks Trail System committee is beginning a campaign to develop a trail system from Amann Park to the Manitoba Ag Museum;
AND WHEREAS they have requested to have donors received a charitable receipt when they make a donation;
THEREFORE BE IT RESOLVED THAT Council hereby approve the issuing of charitable receipts to donors of funds for this project.

“Carried”

- i) Multiplex cleaner resignation and new employee contract

87/2023 Leckie – Sattler

BE IT RESOLVED THAT Council hereby accept the resignation of Zachary Dyck as janitor at the Heartland Multiplex effective February 28, 2023.

“Carried”

88/2023 Leckie – Early

BE IT RESOLVED THAT Council hereby approve the contracting of Kyleigh Bergen as Janitor at the Heartland Multiplex effective March 1, 2023 as per the terms of the contract signed on March 3, 2023.

“Carried”

- j) MMA Conference – April 30-May 3

89/2023 Leckie – Blyth

WHEREAS the Manitoba Municipal Administrators is holding their annual conference April 30 to May 3, 2023 in Winnipeg;
THEREFORE BE IT RESOLVED THAT the CAO be hereby authorized to attend.

“Carried”

- k) Rossendale Community Centre- request for funding
(Tabled. CAO to respond)

- l) Price for sale of lots in Beaver
(CAO to respond)

- m) Road crossing easement – Pine Creek Colony

90/2023 Voesenek- Leckie

WHEREAS a request has been received from Pine Creek Holding Co. Ltd. for an easement to install a tile drainage outlet across Road 69N on the NE corner of NW 16-12-12;
THEREFORE BE IT RESOLVED THAT Council hereby approve the proposal.

- n) Lot purchase – Bagot
(Tabled)

91/2023 Voesenek- Leckie

BE IT RESOLVED THAT Council hereby authorize the CAO to list the following property for sale with Ryan Espey of EXP Realty:

- Lot 5 & 6, Plan 232 in Bagot

“Carried”

o) Capital purchases for budget

92/2023 Blyth- Sattler

BE IT RESOLVED THAT Council hereby authorize the Operations Manager to get quotes on the following to include in the 2023 Financial Plan:

Grader	Upgrades to sidewalk sweeper
Hi-hoe	3 ton weed truck
End dump gravel trailer	Skid Steer for landfill
Mower for Austin	Mosquito fogger
Tools for Shop	

AND FURTHER BE IT RESOLVED THAT Council hereby authorize the Operations Manager to purchase the following:

- 200 feet of collapsible 16” pipe for PTO pump
- Fuel pump for remote grader

AND FURTHER BE IT RESOLVED THAT Council hereby authorize the Operations Manager to put the following items in the Unrau Auctions consignment sale:

- CAT 955L track loader – no reserve
- 3 point hitch brush mower – no reserve
- CAT Challenger – with reserve
- Ashland Scraper – with reserve

“Carried”

p) Request for reimbursement

93/2023 Leckie- Blyth

WHEREAS a ratepayer experienced damage to irrigation pipeline when municipal contractors drilled through the pipe while installing water service lines to customers;

AND WHEREAS the ratepayer has requested to be reimbursed for some of the costs they incurred from the pipeline repair;

THEREFORE BE IT RESOLVED THAT Council hereby approve the payment of the submitted invoices in full to Grenville Farms.

“Carried”

q) Grants and Donations

94/2023 Blyth – Voesenek

BE IT RESOLVED THAT Council hereby approve the grants and donations for 2023 as presented.

“Carried”

r) Land lease tenders

Land	Tender Received From	Tender Amount	Awarded
NW 9-11-12 WPM	Justin Stanley	\$1700	
NW 9-11-12 WPM	Ken Early	\$1100	awarded

Land	Tender Received From	Tender Amount	Awarded
33-10-12 WPM	Devon Manns	\$4500	awarded
33-10-12 WPM	Blue Lake Stock Farms	\$4300	
33-10-12 WPM	Brian Stephenson	\$2950	

Land	Tender Received From	Tender Amount	Awarded
SW 5-10-11 WPM	Shane Friedrich	\$225	awarded

Land	Tender Received From	Tender Amount	Awarded
SE 1-11-12 WPM	John Lee Jr.	\$6100	awarded

95/2023 Blyth- Leckie

WHEREAS tenders were received and opened publicly for the lease of municipal land located at NW 9-11-12 WPM;

THEREFORE BE IT RESOLVED THAT the Council hereby accept the tender for this land from Justin Stanley in the amount of \$1700.00.

“Defeated”

96/2023 Blyth- Voeselek

WHEREAS tenders were received and opened publicly for the lease of municipal land located at NW 9-11-12WPM;

THEREFORE BE IT RESOLVED THAT the Council hereby accept the tender for this land from Ken Early in the amount of \$1100.00.

“Carried”

97/2023 Leckie- Sattler

WHEREAS tenders were received and opened publicly for the lease of municipal land located at SE 1-11-12 WPM;

THEREFORE BE IT RESOLVED THAT the Council hereby accept the tender for this land from John Lee Jr. in the amount of \$6100.00.

“Carried”

98/2023 Leckie- Sattler

WHEREAS tenders were received and opened publicly for the lease of municipal owned land located at SW 5-10-11 WPM;

THEREFORE BE IT RESOLVED THAT the Council hereby accept the tender for this land from Shane Friedrich in the amount of \$225.00.

“Carried”

99/2023 Sattler- Blyth

WHEREAS tenders were received and opened publicly for the lease of municipal owned land located at 33-10-12 WPM;

THEREFORE BE IT RESOLVED THAT the Council hereby accept the tender for this land from Devon Manns in the amount of \$4500.00 per year.

“Carried”

s) Photocopy costs

100/2023 Blyth- Early

BE IT RESOLVED THAT CAO workout procedures regarding photocopy rates and quantities.

“Carried”

Accounts

a) Monthly Expenditures

101/2023 Blyth – Sattler

WHEREAS Council of the Municipality of North Norfolk has now reviewed the expenditures of the municipality for period ending **February 28, 2023**; and,

THEREFORE BE IT RESOLVED THAT Council hereby authorize payment of general operating and payroll cheques **#202300355 to #202300548**, both inclusive, totalling **\$471,972.31**.

“Carried”

b) Financial Statements

102/2023 Tait – Blyth

BE IT RESOLVED THAT Council hereby approve the most recent Financial Statement as presented.

“Carried”

Petitions and Communications

- a) Trails Meeting Minutes – Feb 11/23
Noted & Filed
- b) Citizen Concern regarding Jackson Lake water safety
Councillor Early to investigate
- c) Manitoba Association of Fire Chiefs meeting minutes – Jan 14/23
Noted & Filed
- d) Austin Community Centre minutes – Jan 10/23
Noted & Filed
- e) Child and Family Services Questionnaire
Noted & Filed
- f) School Cairns committee minutes – Sept 28/22
Noted & Filed

- g) Neepawa Planning District Notice of Public Hearing
Noted & Filed
- h) Letter of support for MacGregor Collegiate Institute Parent Council grant application
Noted & Filed
- i) Manitoba Agricultural Museum Luncheon invitation
Noted & Filed
- j) Manitoba Good Roads annual meeting invitation
Noted & Filed
- k) Letter of concern about unsightly property in Sidney
Noted & Filed
- l) Heartland Recreation minutes - Jan12-23
Noted & Filed
- m) Portage Planning District – Notice of Public Hearing
Noted & Filed
- n) North Norfolk Foundation Minutes – March 6/23
Noted & Filed

In Camera**103/2023 Sattler-Early****BE IT RESOLVED THAT** the Council hereby close the regular meeting to go in camera to discuss legal and personnel issues.

“Carried”

104/2023 Blyth- Voesenek**BE IT RESOLVED THAT** Council hereby return to the regular meeting.

“Carried”

105/2023 Sattler- Leckie**BE IT RESOLVED THAT** the job description for the Recreation Director/ Facilities Manager Job outline be adopted as presented.

“Carried”

106/2023 Tait-Blyth**BE IT RESOLVED THAT** the job description for the Operations Manager be adopted as presented.

“Carried”

Adjournment**107/2023 Tait – Sattler****BE IT RESOLVED THAT** Council now adjourns. Time of day: 5:16 p.m.

“Carried”