

THE LOCAL GOVERNMENT DISTRICT OF PINAWA

MINUTES OF THE REGULAR MEETING OF COUNCIL HELD ON DECEMBER 12, 2023 IN THE COUNCIL CHAMBERS WITH THE FOLLOWING COUNCIL MEMBERS PRESENT:

B. Skinner, Mayor
 M. King, Deputy Mayor
 R. Henschell
 S. Appleyard
 C. Michaluk, Youth Member
 T. Turchyn, Resident Administrator
 C. Stanley, Accountant

Absent: J. Tirschman

1. MEETING CALLED TO ORDER

Mayor B. Skinner called the meeting to order at 6:30 pm.

2. LAND ACKNOWLEDGEMENT

3. ADOPTION OF THE AGENDA

RESOLUTION 7356-12-23

M. King, S. Appleyard

Be It Resolved That the agenda be accepted with the following addition(s):

9.17 Drainage Plan for Townhouses along Burrows and Massey

10.8 Community Edge Training Opportunity

10.9 Trails Manitoba Grant Application

CARRIED

4. CONFIRMATION OF THE MINUTES

4.1 Regular Meeting Minutes of Council November 14, 2023

RESOLUTION 7357-12-23

R. Henschell, S. Appleyard

Be It Resolved That Council accepts the November 14, 2023 Regular meeting minutes of Council as presented.

CARRIED

4.2 Public Hearing Minutes of November 14, 2023

RESOLUTION 7358-12-23

R. Henschell, M. King

Be It Resolved That Council accepts the November 14, 2023 Public Hearing minutes for Variance Application 07-2023 as amended.

CARRIED

4.3 Special Meeting Minutes of November 21, 2023

RESOLUTION 7359-12-23

R. Henschell, S. Appleyard

Be It Resolved That Council accepts the November 21, 2023 Special Meeting of Council minutes as presented.

CARRIED

5. RECEPTION OF DELEGATIONS

Steffen Bunge – sent regrets.

6. ACTION REVIEW

RA	Resident Administrator	PW	Public Works
ARA	Assistant Resident Administrator	LGD	Local Government District
ACCT	Accountant	BI	Building Inspector
ADMIN	Administration	DO	Development Officer
PWM	Public Works Manager	SDW	School District of Whiteshell
PCDC	Pinawa Community Development Corporation		

November 14, 2023 Actions completed

- Action RA to send MEC agreement to solicitor for review of contradictions
- Action RA to prepare PCDC Funding plan
- Action RA to obtain dates for MSO to provide training
- Action PW to provide weights for LGD garbage truck and # trips
- Action Council to review By-law 906-2023 schedules
- Action RA to obtain black-lined easement changes for Relax Ridge
- Action RA to submit Time Commitment request to PW for Story Book Walk signs
- Action Council members to complete Annual Disclosure of Assets and Interests forms
- Action Council to do annual review of Council Code of Conduct
- Action RA to sign Petition in support of Volunteer Firefighters Bill C-310
- Action: Arrange for Public Works Time Commitment form to be submitted online

Pending:

- Action: RA to file applications for LGD dock sites
- Action: RA/PW/BI PR 211 Signs – aerial shot with measurements
- Action: Send letters to residents who are mowing the Public Reserve to water on Willis which is not allowed – letters to be delivered by Enforcement Officer
- Action: Staff to develop Accessibility Plan for 2024 & 2025 – Public consultation required
- Action: More information needed about dredging and quotes needed
- Action: Public Works Manager to review Pool House drawings

Action:	Look into AMM Insurance for Handi-Van
Action:	Follow up with Shaun Klassen about permit (dock)

7. ACCOUNTS

7.1 LGD Expenses to December 7, 2023

RESOLUTION 7360-12-23

R. Henschell, S. Appleyard

Whereas the accounts of the Local Government District of Pinawa for the period ending December 7, 2023, have been examined and found to be in order;

Therefore Be It Resolved That Cheques 20231496 to 20231678 in the amount of \$1,039,531.34 be approved for payment. CARRIED

7.2 Financial Statement to December 7, 2023

RESOLUTION 7361-12-23

R. Henschell, S. Appleyard

Be It Resolved That the Financial Report to December 7, 2023, be received as presented. CARRIED

8. BY-LAWS

8.1 By-law 917-2023 Zoning Amendment – third reading

Two second objections received against zoning by-law – RA to confirm process going forward when second objections received and obtain conceptual plan for development.

8.2 By-law 906-2023 Organizational By-Law – second and third reading – refer to January 23rd, 2024 Governance meeting

9. NEW BUSINESS

9.1 Marina Agreement – RFP for Project Manager - pending

9.2 Easements for Cemetery Hydro and LGD Land

With reference to agenda item 9.2, Councilor R. Henschell, disclosed a conflict of interest in the matter before Council and withdrew from the Council Chambers without participating in the matter under discussion and returned to Council Chambers when discussion was completed.

RESOLUTION 7362-12-23

M. King, S. Appleyard

Whereas an Easement Agreement has been prepared to allow the electrical line from the Suspension Bridge parking lot to the Cemetery pumphouse to remain buried under Relax Ridge property;

Therefore Be It Resolved that Council authorizes the Mayor and Resident Administrator to sign the Easement Agreement;
And Be It Resolved that the Agreement be registered by Caveat against the Relax Ridge property. CARRIED

RESOLUTION 7363-12-23

S. Appleyard, M. King

Whereas an Easement Agreement has been prepared to allow Relax Ridge to create an internal road for their casual campground, on LGD of Pinawa property, in exchange for allowing the Cemetery pumphouse electrical cable to remain buried under Relax Ridge property;

Therefore Be It Resolved that Council authorizes the Mayor and Resident Administrator to sign the Easement Agreement;
And Be It Resolved that the Agreement be registered by Caveat against the LGD of Pinawa property. CARRIED

9.3 MEC Emergency Coordinator Position – Draft Agreement

RESOLUTION 7364-12-23

M. King, S. Appleyard

Whereas the LGD of Pinawa requires a Municipal Emergency Coordinator to manage the Emergency Plan and to maintain compliance with Manitoba Emergency Measures requirements;

Therefore Be It Resolved that Council authorizes the Mayor and Resident Administrator to enter into a contract for The Canadian Corps of Commissionaires, Manitoba Division for the supply of Municipal Emergency Coordinator services. CARRIED

9.4 Awanipark Water Rates Meeting with RM of Lac du Bonnet– RA to follow up with LDB

9.5 Completion of Development Agreement for Relax Ridge

With reference to agenda item 9.5, Councilor R. Henschell, disclosed a conflict of interest in the matter before Council and withdrew from the Council Chambers without participating in the matter under discussion and returned to Council Chambers when discussion was completed.

RESOLUTION 7365-12-23

M. King, S. Appleyard

Whereas Relax Ridge Inc. has completed the terms of the Development Agreement entered into with the LGD of Pinawa for a casual campground on Parcel A, Plan 66988 in SW 09-14-12EPM;

Therefore Be It Resolved that Council accepts the Development Officer's recommendation that the campground development is complete and authorizes the Resident Administrator to issue a Completion Certificate;
And Be It Resolved that the Development Agreement (Caveat) be discharged from the title to the property. CARRIED

9.6 PCDC Service/Funding Agreement – RA to provide draft to PCDC for input

9.7 Municipal Services Officer Meetings – RA to check on dates

9.8 Operating Agreement for Community Centre - Tabled

9.9 Request to Install Services Under Undeveloped Public Road – RA to share new information with purchaser

9.10 Garbage Weights to Establish Contributions – RA to review log reports for garbage delivered by contractors and residents to landfill and notify Town of LDB that capital contribution will be required and rate per tonne is being reviewed.

9.11 Janitorial Contract for Municipal Office Building

RESOLUTION 7366-12-23

M. King, R. Henschell

Whereas the posting for a contracted janitorial position for cleaning the LGD Office Building was advertised in the Clipper and posted on the LGD website and social media;

And whereas bids were received for the janitorial contract;
 Therefore Be It Resolved that Council accepts the bid from Audrey Goodwin, in the amount of \$600.00 per month for cleaning the LGD of Pinawa office building;
 And Be It Resolved that the contract will run from December 1, 2023 to December 31, 2024 at which time the contract will be reviewed and extended or re-posted.

CARRIED

9.12 LGD Insurance Coverage for Community Centre - ongoing

9.13 Review Council Code of Conduct – annual review completed

9.14 Splashpad Update – Pinawa Families for Community Growth requires commitment from Council on flow-thru or recirculating splashpad.

9.15 Potential Handi-Van Garage Location by Fire Hall – optional location

9.16 Valley Fibre Connect to Library, Community Centre and Rec Coordinator Office – Valley Fibre to put a quote together for LGD of Pinawa Facilities

9.17 Drainage Plan to Townhouses along Burrows and Massey – obtain advice from PW Manager

10. NEW BUSINESS

10.1 Place Naming Policy – format policy, add amendment, bring to next meeting

10.2 Office IT Services and New Direction – RFQ required for full conversion

10.3 Operating Budget for 2024

RESOLUTION 7367-12-23

M. King, R. Henschell

Whereas in accordance with Section 163 of the Municipal Act, the Council of the Local Government District of Pinawa has made Provisional Estimates of all Operating and Capital Expenditures of the Local Government District of Pinawa from January 1, 2024 until adoption of the Annual Estimates;

Therefore Be It Resolved That the following Provisional Estimates be hereby accepted:

General Government Services	\$ 340,212.50
Protective Services	\$ 217,304.20
Transportation Services	\$ 431,991.06
Environmental Health Services	\$ 139,370.00
Health & Welfare Services	\$ 5,203.70
Environmental Development Services	\$ 5,750.00
Economic Development & Tourism	\$ 185,273.50
Recreation & Cultural Services	\$ 435,424.50
Fiscal Services & Transfers	<u>\$ 310,888.44</u>
	<u>\$2,039,540.22</u>
Pinawa Utility Fund	\$ 490,004.64
Awanipark Utility Fund	\$ 26,246.84

CARRIED

10.4 Council Meeting Dates for 2024 – review proposed dates

10.5 Master Agreement – in Camera

10.6 2024 Fee Schedule – circulate for review

10.7 Letter of Understanding for Water Treatment Plant On Call

RESOLUTION 7368-12-23

M. King, R. Henschell

Whereas a Letter of Understanding has been presented, by the LGD of Pinawa, to the I.A.M. & A.W.L.L. 608 LGD Employees Union, setting out a daily rate for Water Treatment Plant Operators to be on call;
 Therefore Be It Resolved that Council approves the implementation of the Water Treatment Plant Operator On Call rate;
 And Be It Resolved that Council confirms the issuance of the Letter of Understanding in this matter.

CARRIED

10.8 Community Edge Training Opportunity

RESOLUTION 7369-12-23

S. Appleyard, M. King

Whereas an Economic Development Training Opportunity (Community Edge) will be held in Lac du Bonnet on January 25 and 26, 2024;

And Whereas the same opportunity will also be held on February 21 and 22, 2024 in Steinbach;

Therefore Be It Resolved that Council approves the attendance and expense for the following to attend the Training Opportunity;

Councillors Rhonda Henschell, Sue Appleyard and Resident Administrator Trudy Turchyn.

CARRIED

10.9 Trails Manitoba Grant Resolution – Tabled to January Council meeting

11. CORRESPONDENCE

11.1 Complaint about Vanier Centre Rental Rate – rate shared with renter prior to use

11.2 Regional Meeting re: Improve Planning and Development Services

RESOLUTION 7370-12-23

R. Henschell, S. Appleyard

Whereas a Regional Meeting to obtain input on how to Improve Planning and Development Services will be held on January 10, 2024 in Oakbank;

Therefore Be It Resolved that Council authorizes the Resident Administrator and Development Officer to attend the meeting;

And Be It Resolved that Council approves all expenses.

CARRIED

12. COMMITTEE REPORTS

RESOLUTION 7371-12-23

M. King, R. Henschell

Be It Resolved That the following Committee Reports be received:

	Committee	Received	No Report
12.01	Planning Committee	√	
12.02	Public Works Committee		√
12.03	Protective Services Committee	√	
12.04	Human Resources Committee		√
12.05	Recreation and Culture Committee	√	
12.06	Community Health Committee	√	
12.07	Recreation Facilities Committee	√	
12.08	Pinawa Public Library Committee	√	
12.09	Arena Board Committee	√	
12.10	Cemetery Committee		√
12.11	Community Futures Winnipeg River	√	
12.12	Pinawa Community Development Corporation	√	
12.13	Pinawa Trails Committee	√	
12.14	Handi-Van Committee	√	
12.15	LDB Regional Airport Authority Committee	√	
12.16	Two Rivers Seniors Resource Council Inc.	√	
12.17	Winnipeg River Arts Council		√
12.18	Eastman Regional Municipal Committee (Lobby)		√
12.19	North Eastman Municipal Forum		√
12.20	Whiteshell Laboratories Community Regeneration Partnership	√	
12.21	Whiteshell Laboratories Public Liaison Committee		√

CARRIED

13. Additions - none

14. In-Camera

RESOLUTION 7372-12-23

M. King, S. Appleyard

Be It Resolved That Council of the Local Government District of Pinawa recess the regular meeting and do hereby agree to meet as a Committee of the Whole at 9:27 p.m. to discuss the following in-camera item(s);

- Personnel and Legal

CARRIED

RESOLUTION 7373-12-23

M. King, R. Henschell

Be It Resolved That the Council of the LGD of Pinawa do hereby agree to move out of the Committee of the Whole and resume regular order of business, the time being 10:11 p.m.

CARRIED

RESOLUTION 7374-12-23

M. King, S. Appleyard

Be It Resolved that the LGD of Pinawa Staff action the following items:

Action	Clarify Planning Act objection rules
Action	Communicate with Proponent, obtain conceptual plan
Action	Enquire about rezoning reverting back should development plan agreement not be reached; set time limit?
Action	RA to check with Planning about removing clause 2 from zoning amendment
Action	9.3 (4.1) Change "employee" to "independent contractor"
Action	Circulate funding agreement to PCDC for input
Action	Propose January 11 or February 8 as date from MSO to provide governance training
Action	Update property owners of service location (9.9)
Action	Analyze Landfill records to determine distribution of contractor and resident delivered garbage
Action	Communicate with town of Lac du Bonnet that rates are being reviewed and will include Capital contribution
Action	Refer Drainage Plan to Public Works 9.17 Townhouses Burrows and Massey
Action	Format Policy for name dedication of public spaces
Action	Issue RFP for IT Services
Action	Provide cost of running Community Centre to Council for Fee Schedule discussion
Action	Request feedback from PW Manager regarding rates on Fee Schedule
Action	Share Economic Development Training Opportunity information with PCDC

15. ADJOURNMENT

Motion to adjourn at 10:12 p.m.

Moved by M. King


 T. Turchyn
 Resident Administrator


 B. Skinner
 Mayor