

# MINUTES FROM A COMMITTEE OF THE WHOLE MEETING HELD ON MONDAY, JULY 20, 2020 VIA ZOOM MEETINGS

Attendance: Mayor Sul, Councillor Prychun, Councillor Hoebee, Councillor Pohl, Councillor Garvie, Deputy Mayor Preun and Councillor Hunt.

Administration: DJ Sigmundson, Interim C.A.O., Deb Murphy, Assistant C.A.O., Tim Scammell, Chief Financial Officer, Ron Hahlweg, PW Manager, Randy Borsa, Consultant and John Curwin, By-Law Officer

Meeting called to order at 5:01 p.m. by Chair Deputy Mayor John Preun.

## 1. ADOPTION OF AGENDA

Motion (1) Moved by: Councillor Pohl

Seconded by: Councillor Hunt

Agenda adopted as presented.

Carried.

## 2. DELEGATIONS – None.

## 3. COMMITTEES

### 3.1 Protective Services – Councillor Prychun took over as Chair

a) RCMP REPORT - No meeting scheduled yet

b) BY-LAW ENFORCEMENT

i. Peace Officer Report – June 2020

- John Curwin gave overview of his report, resident's concerns and the process for enforcement, both through By-Law Enforcement and Community Safety Officer

c) ANIMAL CONTROL

i. Animal Control Summary Report – June 2020 - For information

d) FIRE DEPARTMENT

- Report format consistency across the three halls was requested.

i. Clandeboye Fire Hall Report - For information

ii. St. Andrews South Fire Hall Report -For information

iii. Matlock Fire Hall Report - For information

### 3.2 Transportation Services – Deputy Mayor Preun took over as Chair

#### a) PUBLIC WORKS MANAGER REPORT

##### i. Transportation Services Report – July 20, 2020

- Report submitted for Council's review
- Gave a brief overview of the report and attachments
- Councillor Hoebee requested consideration of upgrading the surface of 4 roads in Ward 1 and 2. Will be investigated, a traffic study will be needed, determination of the road base and policy requirements will all be considered.
- Discussion of why some highway ditches are being cut and some are not. The highway ditches are a Provincial responsibility.
- Councillor Prychun inquired as to the status of the water and tree problem at Larters' that was brought forward – no information on this at this time.

##### ii. Request for 3-Way Stop Signs at Liss Rd. and Young's Crescent Intersections

- Ron Hahlweg reviewed the matter. It was recommended not to install the stop signs. The RCMP have been notified of the speeding concerns.
- A traffic count and speed survey will be completed and the matter will be brought to the Transportation Committee when that has been done.

##### iii. Private Approach Culvert Extensions (Agricultural)

- Decision paper provided in regard to the \$100 fee for a culvert extension application fee. Public Works does not recommend changing the by-law and that the application fee remain in place.
- Council consensus was to leave the by-law and fee as is.
- Excavator engine repairs – this is a warranty item; we are waiting on parts.

### 3.3 Environmental Health & Safety – Councillor Hunt took over as Chair

#### a) Environmental Health & Safety Report – July 20, 2020

- Report given by Public Works Manager.

- Discussion of Productcare program occurred.

b) Household Hazardous Waste Collection

Motion (2) Moved by: Councillor Prychun Seconded by: Councillor Hunt

Motion to accept the recommendation of administration and move forward the following resolution to the August 11, 2020 Council meeting:

"WHEREAS it is the responsibility of the R.M. of St. Andrews to comply with the requirements of the Dangerous Goods Handling and Transportation Act;

AND WHEREAS it is in the best interests of the R.M. of St. Andrews to promote and encourage environmental stewardship;

AND WHEREAS Productcare is a Producer Responsible Organization that operates a household hazardous waste program which provides consumers in Manitoba with a collection system for specified household hazardous waste materials using the services of qualified recycling collection facilities;

THEREFORE BE IT RESOLVED THAT Council authorize the administration to implement a Household Hazardous Waste Full Service Collection Site at the Earl Grey Waste Disposal Grounds.

Carried.

**3.4 South St. Andrews Wastewater – Mayor Sul took over as Chair**

a) Low Pressure Sewer Project Status Report – July 20, 2020

- Report for information
- CAO noted construction/installation completion anticipated October 2020, Service rates/service agreement yet to be finalized, signed Selkirk agreement for Lift Station operation and the new section of website for Wastewater was completed in June
- R. Borsa, Consultant reviewed his report.

**3.5 Governance, Personnel & Public Communications – Councillor Pohl took over as Chair - No report**

**3.6 Finance – Deputy Mayor Preun took over as Chair**

- Currently working on year end and organizing for the auditors

**3.7 Recreation – Councillor Garvie took over as Chair**

**a) RECREATION DIRECTOR REPORT**

**i. Recreation Report – June 2020**

- No date yet for South St. Andrews Annual General Meeting but a date is expected soon

**3.8 Tourism & Culture – Councillor Hoebee took over as Chair**

- Shared information about the Captain Kennedy House meeting last week and another is scheduled for this week.

**3.9 Land Use Planning and Development – Mayor Sul took over as Chair**

**a) Building Permit Report – June 2020**

- Mayor Sul – Requested an update on development plan.
- Deputy Mayor Preun noted that most areas were re-designated but not all and provided a gave brief overview of some of the changes.
- Red River Planning District 2019 Financials available and will be circulated
- Submission date on the planning applications was used to determine which files would be coming to the August Council meeting.

**4. MUNICIPAL ADMINISTRATION**

**4.1 By-Law Enforcement Costs**

- Discussion of budget for equipment and why a specific amount was used.

Motion (3)      Moved by: Councillor Pohl      Seconded by: Mayor Sul

Motion to accept the recommendation of administration regarding By-Law Enforcement costs and to bring forth the following resolution to the August 11, 2020 Council meeting:

"WHEREAS the R.M. has moved to an employee model for by-law enforcement, and;

WHEREAS this position requires the R.M. to purchase a variety of equipment to enable the by-law enforcement officer to perform his duties;

THEREFORE BE IT RESOLVED THAT purchases of \$42,774 be approved for the acquisition of equipment for by-law enforcement".

Carried.

#### 4.2 Contributions/Annual Funding Decision Paper

- CAO to follow-up with Chair of St. Andrews Community Club regarding their annual general meeting.

Motion (4) Moved by: Councillor Garvie Seconded by: Councillor Pohl

Motion to accept the recommendation of administration regarding Contributions and Annual Funding and to bring forth the following resolution to the August 11, 2020 Council meeting:

"BE IT RESOLVED THAT Council approve the following funding as listed below:

<b>COPPS</b>	<b>\$1,500</b>
<b>KidSport</b>	<b>\$300</b>
<b>Heritage/Rectory</b>	<b>\$2,500</b>
<b>START</b>	<b>\$2,500</b>
<b>Petersfield Curling Club</b>	<b>\$25,000</b>
<b>Petersfield Park</b>	<b>\$2,000</b>

AND BE IT FURTHER RESOLVED THAT Council authorize payment be issued upon approval and compliance with applicable policies.

Carried.

#### 4.3 MEC & Event Manager Positions – Personnel matter moved to In-Camera.

### 5. IN-CAMERA

- Councillor Prychun spoke of comments he received about taxes going up and he suggested extending the tax discount to September and the due date to December 31. CAO stated the RM lowered the tax rate but assessments may have increased. Noted the cost of tax discounts. The tax due date is set in tax levy by-law and to change it the by-law would have to be amended which would take 2 readings and 1<sup>st</sup> reading would be August with the second one in September which is past the discount date so not sure how to do it logistically.

#### 5.1 Personnel – Proposed Organizational Chart Changes

5.2 Personnel – Municipal Emergency Coordinator

5.3 Legal Matters Update

Motion (5) Moved by: Councillor Garvie Seconded by: Councillor Hunt

Resolved that Council move in-camera at 6:31 p.m. to discuss matters related to legal and personnel;

Be It Further Resolved that the members of Council agree to keep in confidence a matter that is discussed at a meeting that is closed to the public under subsection 152(3) and that the committee decides to keep confidential until the matter is discussed at a meeting of the Council or of a Committee conducted in public.

Carried.

Res. (6-2020) Moved by: Councillor Pohl Seconded by: Mayor Sul

Resolved that Council move out of camera at 7:15 p.m.

Carried.

6. ADJOURNMENT

Motion (7) Moved by: Councillor Garvie Seconded by: Councillor Pohl

Motion to adjourn the meeting at 7:16 p.m.

Carried.

Adopted by Council this 11<sup>th</sup> day of August, A.D. 2020.

  
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Mayor Joy Sul

  
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DJ Sigmundson, Chief Administrative Officer