

RURAL MUNICIPALITY OF WHITEMOUTH

Minutes of the regular meeting of Council held on October 13, 2020, at 6:00 p.m., in the Council Chambers of the Rural Municipality of Whitemouth.

This meeting was available by Conference Call due to COVID-19.

Present: Reeve Amerongen, Deputy Reeve Sikkenga, Councillors Bachman, Honke, and Malkoske (on the call from 6:02 pm) and Chief Administrative Officer Johnson.

Adoption of Agenda:

Moved by Honke and seconded by Sikkenga

297/20 **WHEREAS** the agenda for this regular meeting has been reviewed by Council;

NOW THEREFORE BE IT RESOLVED THAT the agenda shall be adopted as presented.

For: All

Against: None

CARRIED

Reading and Confirming of Minutes:

Moved by Bachman and seconded by Sikkenga

298/20 **WHEREAS** the minutes of the regular meeting held on September 22, 2020, have been submitted to Council for their review;

NOW THEREFORE BE IT RESOLVED THAT these minutes be adopted as presented.

For: All

Against: None

CARRIED

Financial:

1. Payment of accounts.

Moved by Bachman and seconded by Honke

299/20 **WHEREAS** the following items have been submitted for approval of payment: Cheque No. 22400 to 22434

Electronic Payments EFT 3220 to 3264;

NOW THEREFORE BE IT RESOLVED THAT payments be approved for an amount not to exceed \$93,127.83.

For: All

Against: None

CARRIED

Moved by Bachman and seconded by Malkoske

300/20 **WHEREAS** the following items have been submitted for approval of payment: Electronic Payments EFT 3265 to 3268;

NOW THEREFORE BE IT RESOLVED THAT payments be approved for an amount not to exceed \$4,665.72.

For: All

Against: None

CARRIED

Prior to any discussion on Resolution 300/20 Reeve Amerongen and Councillor Honke requested permission to be excused from all discussions. They left and did not return to the meeting until the resolution was completed.

Reports of Committees:

- Two Rivers Support Service for Seniors 2019 - 2020 Annual Report;
- Canadian Nuclear Laboratories Public Liaison Committee meeting, agenda for November 26, 2020; and
- Whitemouth Library financials, annual general meeting minutes and financials.

Verbal reports were provided by Councillor Honke and Councillor Malkose on the Public Works Committee, and by Councillor Malkoske on Community Futures Winnipeg River.

Public Works: Update of October 13, 2020

Utility Operations: September '20 Report

Recreation Commission: September '20 Report

Communications:

1. Province of Manitoba re: conflict of interest legislation. Noted.
2. Jack McLean – offer to purchase land. Administration was directed to send an update request on this initiative from the Whitemouth River Valley Community Development Corporation Inc. Tabled.
3. Funding Opportunity from United Way. Noted.
4. Association of Manitoba Municipalities – resolution process for convention. Noted.
5. Manitoba Good Roads Association – October 2020 Newsletter. Noted.
6. Rural Municipality of Portage la Prairie – request support for Kam Blight as President. Noted.
7. Association of Manitoba Municipalities – news bulletin. Noted.
8. Interlake Eastern Regional Health Authority Primary Health Care – service overview for September 2020. Noted.
9. CP Holiday Train – virtual themed concert this year. Administration was directed to have this information posted to our website.
10. Rural Municipality of Reynolds re: CanWhite Sands, they do not support this project. Noted.
11. MLA Ewasko – news release for funding lagoon in the Rural Municipality of Reynolds. Noted.
12. Community Planning Branch subdivision application in Pt. 28-13-11 EPM Moved by Honke and seconded by Sikkenga
301/20 **WHEREAS** an application of subdivision has been received from Municipal Relations Community Planning Branch regarding proposal to subdivide Part of Section 28, Township 13, Range 11EPM;
NOW THEREFORE BE IT RESOLVED THAT Council approves same with the following conditions:
 - 1) **THAT** a Development Agreement is entered into with the Rural Municipality of Whitemouth requiring mitigation measures be taken (as necessary) to address concerns identified in the Heritage Resource Impact Assessment (HRIA), the protection of the riparian area, any other public works deemed necessary by Council; and
 - 2) **THAT** variance orders be obtained as necessary to ensure compliance with the Zoning By-Law.

For: All

Against: None

CARRIED

13. Whitemouth Happy Hours Seniors Club – request for support. Moved by Honke and seconded by Bachman
302/20 **WHEREAS** a request has been received from Whitemouth Happy Hours Seniors Club to support their funding application to New Horizons for Seniors Program for a "Covid Seating 3 Season Gazebo";

NOW THEREFORE BE IT RESOLVED THAT the Council of the Rural Municipality of Whitemouth does hereby support in principle the Whitemouth Happy Hours Seniors Club application for funding.

For: All

Against: None

CARRIED

14. Community Planning Branch re: subdivision application in Pt. NW ¼ 32-10-11 EPM.

Moved by Sikkenga and seconded by Honke

303/20 **WHEREAS** an application of subdivision has been received from Municipal Relations Community Planning Branch regarding proposal to subdivide Part of the NW ¼ of Section 32, Township 10, Range 11EPM;
NOW THEREFORE BE IT RESOLVED THAT Council approves same with the following conditions:

- 1) **THAT** variance orders be obtained if necessary to ensure compliance with the Zoning By-Law.

For: All

Against: None

CARRIED

15. Jane Towers/Perry Jeromin – request to be included in building incentive program.

Moved by Sikkenga and seconded by Bachman

304/20 **WHEREAS** Council has implemented By-law No. 621/14 to provide an incentive for new Residential Development and set policy guidelines regarding same;

AND WHEREAS an application has been received from Jane Towers and Perry Jeromin, property owners of Roll No. 172550, at 16 Herzog Drive in Seven Sisters Falls;

AND WHEREAS they are requesting a building incentive for their bungalow with attached garage;

NOW THEREFORE BE IT RESOLVED THAT this application is hereby approved.

For: Amerongen, Sikkenga, Bachman & Honke Abstained: Malkoske **CARRIED**

16. Terry Dubell – request to be included in building incentive program.

Moved by Sikkenga and seconded by Bachman

305/20 **WHEREAS** Council has implemented By-law No. 621/14 to provide an incentive for new Residential Development and set policy guidelines regarding same;

AND WHEREAS an application has been received from Terry Dubell, property owner of Roll No. 41700, being lots 1 to 6 inclusive of Block 3, of Plan No. 1413, located at 15 1st Street West, in Elma;

AND WHEREAS he is requesting a building incentive for his modular home;

NOW THEREFORE BE IT RESOLVED THAT this application is hereby approved.

For: Amerongen, Sikkenga, Bachman & Honke Abstained: Malkoske **CARRIED**

Unfinished Business:

1. Fire Guard/Bog – update
2. Two Rivers Road – Awaiting information from MLA Ewasko.
3. Lagoon re: Whitemouth Feasibility Study and lagoon construction request to Manitoba Water Services Board.

Moved by Honke and seconded by Malkoske

306/20 **WHEREAS** it is deemed to be in the best interests of the ratepayers of the Rural Municipality of Whitemouth to have a wastewater lagoon study including environmental approval to service Whitemouth;

AND WHEREAS this cost share request is for fifty percent of a total estimated cost of \$60,000.00;

NOW THEREFORE BE IT RESOLVED THAT Administration be hereby directed to contact the Manitoba Water Services Board to request funding for technical and financial assistance.

For: All

Against: None

CARRIED

re: Test hole information update provided. Administration was directed to move forward on this project.

4. COVID Human Resource Policy

Moved by Sikkenga and seconded by Honke

307/20 **BE IT RESOLVED THAT** the Rural Municipality of Whitemouth's Workplace Policy during COVID-19 is:

Workplace Policy during COVID-19

Policy Introduction:

As health authorities around the world take action to contain the spread of COVID-19, the Municipality must also play a role in stopping the spread of this disease within the R.M. of Whitemouth and Province. This policy provides simple strategies to prevent the spread of COVID-19 in the workplace to keep everyone safe. As the fall/winter season approaches, the Municipality will continue to practise social distancing in the Municipal office, PW shop, with staff, ratepayers, and stakeholders. It will be necessary to continue with the cleaning protocols outlined by the Province and adhere to all other guidelines and safety practices described and be flexible to the changes that will occur when additional restrictions are mandated by the Province.

Below are actions currently in place that will be adhered to until further notice.

General Guidance

- Limit number of staff, ratepayers, and stakeholders within the buildings to allow for physical distancing.
- Inform ratepayers, stakeholders and those entering the buildings about actions that are being taken to keep everyone safe.
- Schedule frequent cleaning and disinfection of high-touch items, surfaces, and washrooms.
- Conduct health screening for COVID-19 symptoms for staff, ratepayers, and stakeholders.
- Restrict admission, to allow ease of movement while maintaining physical distancing.
- Use posters, floor markers and furniture to encourage everyone to maintain two metres/six feet. Encourage hand hygiene by providing hand sanitizer (70-90% alcohol concentration) at the entrance.
- Conduct enhanced cleaning and disinfection of high-touch surfaces, and washrooms.
- Anyone who travels to an area deemed high-risk or to a destination when government have advised against travel, the employee will notify their supervisor of their intent to travel and upon return will be required to undergo a 14-day period of self-isolation before they return to work. The period of self-isolation will be unpaid unless there is sufficient vacation pay available.

Staff Health Screening and Attendance

- All staff will be informed of any changes being made to protect them against COVID-19 by the CAO.
- The Municipality will make plans to operate with different levels of employee absenteeism due to illness, ill-dependants, or for childcare during unexpected school closures.
- Physical Distancing signs to be posted at all entrances, offices and break rooms, and in public areas.
- The Municipality will manage entrance flow and limit the number of staff,

ratepayers, and stakeholders at any given time by posting signs on number of people allowed into the premises at one time.

- The Municipality will provide online services or by phone whenever possible.
- The Municipality will encourage hand hygiene and respiratory etiquette.
- The Municipality will post: Wash your Hands, Cover your Cough, Protect Yourself signs in high traffic areas.
- Hand sanitizers dispensers will be placed by entrances for everyone to use upon entering the Municipal office.
- Should an employee have a fever or be sent home due to a fever, the Municipality will request a written document from the employee stating that they are negative before being allowed back to work. If an employee collects EI benefits due to being isolated, a written document will also be required. Any other absence/sick leave will be under the Employee Manual.

Public Works and Leisure Services:

- Municipal vehicles will continue to maintain single drivers wherever possible. Should it be necessary to have two people in a vehicle, masks will be worn.
- Vehicle interior will be sanitized between uses. All vehicles must be sanitized prior to being parked at the end of the workday.
- Social distancing guidelines must be adhered to when working, if it is not possible to social distance then masks must be worn while working.
- Any equipment used on a job site must be sanitized on high-touch surfaces between uses and again when put away for the day. High touch surfaces include steering wheels, door handles, arm rests, etc.
- Wash your hands between jobs wherever possible or use hand sanitizer.
- All vehicles will carry masks, screens, gloves, disinfectant wipes and hand sanitizer
- Any incidents of illness must be reported to the CAO immediately.

Enhanced Cleaning and Disinfection

- Clean and disinfect all high-touch surfaces at least twice a day and more frequently as needed. High touch surfaces include items such as door handles, counters, cabinet doors, light switches, faucets, toilet handles, handrails, touch screen surfaces, and keypads.
- Ensure washrooms are always stocked with liquid soap and paper towels.
- It is anticipated we may see additional requirements as we enter the second wave of the pandemic. This policy will be amended as provincial health protocols are announced.

For: Amerongen, Sikkenga, Bachman & Honke Against: Malkoske **CARRIED**

5. Elevator Road Sewer

Moved by Amerongen and seconded by Honke

308/20 **WHEREAS** works are required on the Elevator Road sewer/wastewater line;

NOW THEREFORE BE IT RESOLVED THAT a tender be prepared for these works;

AND BE IT FURTHER RESOLVED THAT this expenditure be paid for by Gas Tax Reserve Funds.

For: Amerongen, Sikkenga, Bachman & Honke Against: Malkoske **CARRIED**

6. Loader purchase

Moved by Honke and seconded by Malkoske

309/10 **WHEREAS** tenders have been requested, received and reviewed for a loader for the Rural Municipality of Whitemouth Public Works Department;

NOW THEREFORE BE IT RESOLVED THAT Hitrac is the successful tenderer at an amount not to exceed \$135,000.00 plus applicable taxes for a 2016 Case 521F, with 1295 hours, and includes 3rd spool valve and reactor spindle, reactor blade, forks, and a 12 month/1000 hour warranty.

For: All

Against: None

CARRIED

Councillor Malkoske requested to have all tenders received documented in the minutes which was not approved. It was noted that once Council has passed a resolution, information is available to the public upon request.

7. Council Members' Code of Conduct By-Law No. 709/20 – Councillor Malkoske inquired clarification on Section 7.6 f. Tabled for Solicitor input.

8. Zoning By-Law No. 706/20 re: public hearing information from Solicitor. Moved by Honke and seconded by Bachman

310/20 **BE IT RESOLVED THAT** By-Law No. 706/20, being the Zoning By-law for the Rural Municipality of Whitemouth be hereby given second reading as amended.

For: Sikkenga, Bachman & Honke Against: Malkoske Abstained: Amerongen

CARRIED

311/20 **BE IT RESOLVED THAT** By-Law No. 706/20, being the Zoning By-law for the Rural Municipality of Whitemouth be hereby given third and final reading as amended.

For: Sikkenga, Bachman & Honke Against: Malkoske Abstained: Amerongen

CARRIED

New Business:

1. Budget 2021 Meeting Date – October 23, 2020 at 1:00 p.m.

2. Office Break In – It was noted that the office has been broke into on September 23, 2020, and the RCMP notified. The RCMP continue to investigate.

3. Sidewalk Works

Moved by Malkoske and seconded by Sikkenga

312/20 **BE IT RESOLVED THAT** Council does hereby agree to increase the sidewalk works currently being done, that being 60 feet for an additional \$2,500.00 plus applicable taxes to complete the entire area from Corrigan Avenue to Front Street.

For: All

Against: None

CARRIED

4. Cemetery Project – information/maps received from Amber Flett of InterGroup Consultants on the "old" Whitemouth Cemetery. It was noted that this was completed free of charge. Administration was directed to request a quote for completion of same for the "new" Whitemouth Cemetery.

5. Public Works re: employees – Tabled.

6. Councillor Bachman re: Emergency Preparedness information. She will meet with MEC Dowbyhuz and CAO Johnson to discuss training and report back to Council. Tabled.

7. Councillor Bachman – inquiry on holding Halloween event. The consensus of Council was not to support this initiative due to the current pandemic. It was suggested on-line initiatives be available such as scary stories and pumpkin carving.

8. Big Creek PR 408 – Work permit received this afternoon. PWS Tolpa will review prior to Administration signing same. Tabled.

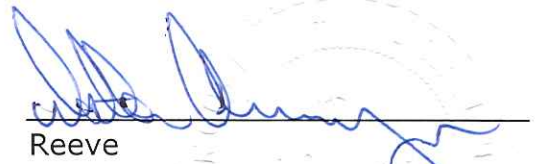
Adjournment:

Moved by Sikkenga and seconded by Bachman

313/20 **BE IT RESOLVED THAT** the regular business has concluded and this meeting does hereby adjourn at 7:36 p.m.

For: All Against: None

CARRIED



Reeve



Chief Administrative Officer