

RURAL MUNICIPALITY OF WHITEMOUTH

Minutes of the regular meeting of Council held on December 19, 2018, at 6:00 pm, in the Council Chambers of the Rural Municipality of Whitemouth.

Present: Reeve Amerongen, Deputy Reeve Sikkenga, Councillors Bachman, Honke, and Malkoske, and Chief Administrative Officer Johnson

Also Present: Recording Secretary Marion

Reeve Amerongen called the meeting to order at 6:00 p.m.

Adoption of Agenda:

Moved by Honke and seconded by Amerongen

381/18 **WHEREAS** the agenda for this regular meeting has been reviewed by Council;

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

For: All Against: None

CARRIED

Reading and Confirming of Minutes:

Moved by Honke and seconded by Bachman

382/18 **WHEREAS** the minutes of the regular meeting held on December 5, 2018, have been submitted to Council for their review;

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

For: All Against: None

CARRIED

Financial:

1. Payment of accounts:

Moved by Bachman and seconded by Malkoske

383/18 **WHEREAS** the following items have been submitted for approval of payment: Cheque No. 21216 to 21251 and Electronic Payments EFT 1762 to 1805

NOW THEREFORE BE IT RESOLVED THAT payments be approved for an amount not to exceed \$324,120.93, of which \$176,975.61 is school tax.

For: All Against: None

CARRIED

Moved by Bachman and seconded by Malkoske

384/18 **WHEREAS** the following items have been submitted for approval of payment:

Electronic Payments EFT 1806 & 1807

NOW THEREFORE BE IT RESOLVED THAT payments be approved for an amount not to exceed \$2,136.99.

For: All Against: None

CARRIED

Prior to any discussion on Resolution 384/18 Reeve Amerongen and Councillor Honke requested permission to be excused from all discussions. They vacated their chairs and did not return until the resolution was completed.

2. November 2018 Financial Statements

Moved by Honke and seconded by Amerongen

385/18 **WHEREAS** the financial statements ending November 30, 2018, have been circulated to Council for their review;

NOW THEREFORE BE IT RESOLVED THAT the financial statements ending November 30, 2018, be hereby adopted as circulated.

For: All Against: None

CARRIED

Reports of Committees:

- Police Reports from December 5, 2018 to December 18, 2018;
- Utility Report for November 2018;
- Whitemouth School re: December newsletter;
- Reynolds and Whitemouth District Chamber of Commerce re: November/December newsletter;
- Whitemouth Reynolds Planning District re: minutes of October 15, 2018;
- Community Futures Winnipeg River re: minutes of December 7, 2018; and
- North Eastern Regional Municipal Lobby Committee re: minutes of November 19, 2018 and agenda of December 17, 2018.

Deputy Reeve Sikkenga provided verbal reports on the Planning District, Fire Management, Waste Management and Childcare. Discussion was held on having the Rec Commission Administrate the program for Childcare before and after school.

Moved by Sikkenga and seconded by Amerogen

386/18 **BE IT RESOLVED THAT** the Council of the Rural Municipality of Whitemouth do hereby fully support the initiatives of the Whitemouth Child Care Committee to establish a before and after school program to be run through the Whitemouth River Recreation Commission.

For: All Against: None

CARRIED

Communications:

1. Whitemouth & District Lions Club – thank you. Administration was directed to forward these compliments to the Public Works Staff.
2. Office of Drinking Water re: water permits for Lac du Bonnet and Pinawa. Noted.
3. Skating re: outdoor thought (Hamiota) for 2019. Noted.
4. Municipal Emergency Coordinator Dowbyhuz – 2018 Emergency Plan has been provided to the Provincial Emergency Measures Association for their approval complete with new Council information. Noted.
5. Deputy Minister of Infrastructure re: entry off of PTH #11. Noted.
6. Childcare Committee re: Business Plan.

Moved by Sikkenga and seconded by Bachman

387/18 **WHEREAS** an agreement has been prepared to enter into services from Wiltshire Business Services Inc. for works to be done on behalf of the Whitemouth Child Care Committee for Business Plan and other services for the Childcare Initiative in Whitemouth;

AND WHEREAS it is deemed to be in the best interests of our ratepayers to have Child Care available in our municipality;

NOW THEREFORE BE IT RESOLVED THAT the Reeve and Chief Administrative Officer be hereby directed to fully execute this Agreement with Wiltshire Business Services Inc.

For: All Against: None

CARRIED

7. Province of Manitoba re: New Rural Family Medicine Residency Program to be based in Interlake-Eastern Regional Health Authority. Noted.

Unfinished Business:

1. Bell MTS – no additional information to date. Tabled.
2. By-Law Officer/Building Inspector re: solicitor input on pools.

3. Terry and Pauline Kuhn re: Sandy Lane

4. Drug Policy –

Moved by Honke and seconded by Amerongen

388/18 **WHEREAS** a Drug and Alcohol Policy for the Rural Municipality of Whitemouth has been created by Council and Administrative Staff; **NOW THEREFORE BE IT RESOLVED THAT** the following be incorporated into policy as the Drug and Alcohol Policy, being Policy No. D.4.

Drug and Alcohol Policy

Policy Introduction:

The Rural Municipality of Whitemouth is committed to providing a safe working environment for all employees, contractors and our customers/clients. Being impaired at work is an extremely serious matter that affects the health and safety of The Rural Municipality of Whitemouth employees and others. Impairment at work may have a negative impact and contribute to lost productivity, reduced work performance, and may increase the risk of workplace injuries, particularly when carrying out safety-sensitive duties. Further, any activity related to any drug or alcohol that is contrary to any applicable law and that occurs in a work-related setting may cause damage to The Rural Municipality of Whitemouth. This policy sets out The Rural Municipality of Whitemouth and its employees' respective responsibilities regarding alcohol and drugs in a work-related setting.

Policy Statement:

The Rural Municipality of Whitemouth prohibits:

- (a) the use of alcohol, or any drug that results in an employee being impaired; and
- (b) the sale, use, provision, possession of, or any other activity related to, any drug or alcohol that is contrary to any applicable law while the employee is on the Rural Municipality of Whitemouth premises, or while performing job functions or otherwise acting on behalf of the Rural Municipality of Whitemouth.

Definitions:

"Drug" means (a) drugs that have been legally obtained by a prescription issued by a person authorized to issue the prescription; (b) over-the-counter medication; (c) drugs which cannot legally be possessed in Canada; and (d) any other substance capability of causing a person to be impaired.

"Impaired" means an employee's ability to carry out the employee's job functions in a safe, efficient, or competent manner is negatively affected.

"Safety-Sensitive Duty" means an employment-related duty requiring the employee to operate motorized vehicles, trucks, heavy equipment, or machinery, or other duty defined by The Rural Municipality of Whitemouth or the applicable industry as safety-sensitive.

Employee Responsibilities:

As a condition of employment, all employees are required to comply with the following while on The Rural Municipality of Whitemouth premises, or while performing the employee's job functions or otherwise acting on behalf of the Rural Municipality of Whitemouth:

Not breach any applicable law related to any drug or alcohol;
Not be impaired;

Determine, with the employee's licensed doctor or pharmacist, whether any prescribed or over-the-counter drug the employee is taking may cause the employee to be impaired;

Employees required to perform any safety-sensitive duty must inform the Chief Administrative Officer or his/her Designate about the employee's use of any drug or alcohol that may cause them to be

impaired;
Advise their immediate supervisor whenever they believe another employee is impaired.

Dependence on Drugs or Alcohol

Accommodation

An employee who has a drug or alcohol dependency and is impaired at work has a responsibility to communicate their need for any accommodation to the Rural Municipality of Whitemouth and co-operate with the accommodation and rehabilitation efforts. Self-disclosure is encouraged.

The Rural Municipality of Whitemouth will assist and accommodate employees who voluntarily disclose a dependence on drugs or alcohol, which causes or is likely to cause the employee to be impaired.

Assistance and accommodation will be coordinated with the Chief Administrative Officer or his/her designate. Employees who require rehabilitation for drug or alcohol dependency will be encouraged to seek professional care and support through their health care professional. Employees also have an obligation to participate in accommodation efforts.

Consequences

Employees who present themselves as impaired will be asked by the Chief Administrative Officer or his/her designate to leave the workplace while they are impaired. The incident shall be documented and presented to the Chief Administrative Officer or his/her designate of The Rural Municipality of Whitemouth. Please follow the chain of command below in case the Chief Administrative Officer or his/her designate are absent:

1. Public Works Supervisor
2. Union Representative/Shop Steward

Employees who fail to comply with this policy, refuse to cooperate in rehabilitation or accommodation, or who continue to present themselves as a safety risk to themselves or others may be subject to *disciplinary action, up to and including termination of employment, and may also be subject to legal proceedings.*

An employee who carries out safety-sensitive duties and who is involved in a safety-related incident before informing The Rural Municipality of Whitemouth of the employee's dependency on drugs or alcohol which may cause impairment may be terminated immediately.

For: All Against: None

CARRIED

5. Noise By-Law No. 583/12 – Council to provide direction (CN re: cars running all night). Administration was directed to provide a draft by-law for review.

6. By-Law No. 686/18 re: Regular meetings on second and fourth Tuesdays. Third and final reading.

Moved by Sikkenga and seconded by Honke

389/18 **BE IT RESOLVED THAT** By-Law No. 686/18, being a by-law of the Rural Municipality of Whitemouth to amend the Procedural By-law to hold regular meetings of Council on the second and fourth Tuesday of every month;

NOW THEREFORE BE IT FURTHER RESOLVED THAT By-Law No. 686/18 be hereby given third and final reading.

For: All Against: None

CARRIED

7. Waterline Policy – Tabled for additional input from Council and information from the Public Utilities Board.

8. Water Agreement with the RM of Lac du Bonnet – Solicitors input obtained to be discussed in camera.

9. Christmas Employee Appreciation –

Moved by Bachman and seconded by Malkoske

390/18 **BE IT RESOLVED THAT** all permanent employees of the Rural Municipality of Whitemouth be hereby provided \$50.00 each as a Christmas bonus.

For: All Against: None

CARRIED

Prior to any discussion on Resolution 390/18 Councillor Honke requested permission to be excused from all discussions. He vacated his chair and did not return until the resolution was completed.

10. Telus – information from 2016. Noted.

11. Electronics – for Council

Moved by Sikkenga and seconded by Bachman

391/18 **BE IT RESOLVED THAT** Five Hundred (\$500.00) be hereby authorized to be provided to each member of Council for the purpose of purchasing an electronic device (computer, laptop or tablet etc.) to assist in conducting their Council business during the 2018 – 2022 term.

For: All Against: None

CARRIED

12. Bake sale – Health Inspector input provided. Noted.

13. Marilyn Ruta re: Advertising/Newsletter.

New Business:

1. Credit Card – additional card.

Moved by Honke and seconded by Amerongon

392/18 **WHEREAS** it is deemed appropriate to acquire an additional credit card for Administration to function effectively;

NOW THEREFORE BE IT RESOLVED THAT the Council does hereby approve an additional credit card be applied for and provided to the

Chief

Administrative Officer.

For: All Against: None

CARRIED

2. Request for funding for feasibility study on Seven Sisters Lagoon.

Moved by Honke and seconded by Malkoske

393/18 **WHEREAS** it is deemed to be in the best interests of the ratepayers of the Rural Municipality of Whitemouth to have a wastewater lagoon feasibility study completed on the Seven Sisters lagoon;

NOW THEREFORE BE IT RESOLVED THAT Administration be hereby directed to contact the Manitoba Water Services Board to request technical and financial assistance to complete this required feasibility study.

For: All Against: None

CARRIED

3. 2018 Fire Hall re: under budget by \$32,450.29.

Move by Honke and seconded by Sikkenga

394/18 **WHEREAS** construction of the Fire Hall has been completed and all invoices pertaining to same have been paid;

AND WHEREAS project has come in under budget in the amount of \$32,450.29;

NOW THEREFORE BE IT RESOLVED THAT these excess funds be transferred to the Fire Department Equipment Reserve Fund.

For: All Against: None

CARRIED

4. Fuel requests were to December 31st – is card lock operational – street light requested verbally at the corner of Elevator and Highway 44.

Moved by Honke and seconded by Amerongen

395/18 **BE IT RESOLVED THAT** fuel continue to be provided to those previously approved until the Co-op Card Lock is operational.

For: All Against: None

CARRIED

5. Building Inspector Ruta – request for direction on pre-process for variation application process. Council was receptive to any inquires prior to an actual application is applied for.

6. Reimburse overpayment of taxes.

Moved by Sikkenga and seconded by Amerongen

396/18 **WHEREAS** an overpayment in taxes has been received from Manitoba Hydro and the Seven Sisters Falls Community Club in the amount of \$5,398.20 pertaining to the acquisition from Hydro to the Club;

NOW THEREFORE BE IT RESOLVED THAT a reimbursement in the amount of \$5,113.19 be hereby submitted to Manitoba Hydro and a reimbursement in the amount of \$285.01 be hereby submitted to the Seven Sisters Falls Community Club.

For: All Against: None

CARRIED

7. 2005 Ford Cargo Van for Fire Department practice –

Moved by Sikkenga and seconded by Amerongen

397/18 **WHEREAS** our 2005 Ford Cargo Van is no longer safe enough to be utilized for Public Works;

AND WHEREAS the vehicle will be stripped of any reusable parts;

NOW THEREFORE BE IT RESOLVED THAT once all usable pieces are removed that the vehicle be provided to our Fire Department to be used for their training purposes.

For: All Against: None

CARRIED

8. Manitoba Electoral Divisions Boundaries Commission – 2018 Final Report. It was noted that we are now included in the Lac du Bonnet Electoral Division.

9. Province of Manitoba – task force created to combat increased distribution and use of illicit drugs. Noted.

10. AMM re: Eastern District Directors update. Noted.

11. Interlake-Eastern Regional Health Authority – Community Update. Noted.

12. Eastman SnoPals – request authority to trim 3 trees to accommodate grooming of trails in Seven Sisters Falls near our Water Treatment Plant. Council directed Administration to approve this request.

13. Lac du Bonnet and District Sports Arena – request for donation of collapsible gate.

Moved by Amerongen and seconded by Bachman

398/18 **WHEREAS** a request has been received from the Lac du Bonnet and District Sports Arena for donation of a used office gate;

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

For: All Against: None

CARRIED

14. Bulk Water Purchases at Seven Sisters outlet. Brookfield Road being utilized excessively. Tabled for volumes being utilized and if sale could be for only local residents and businesses.

In Camera:

Moved by Sikkenga and seconded by Honke

399/18 **BE IT RESOLVED THAT** Council recess the Regular meeting and go into "In Camera" as per Section 152(3) of The Municipal Act to discuss the following item: Legal and Negotiations

AND BE IT FURTHER RESOLVED THAT all matters discussed are to remain confidential as per Section 83(1)(d) of The Municipal Act.

For: All Against: None

CARRIED

Moved by Malkoske and seconded by Amerongen

400/18 **BE IT RESOLVED THAT** as per Section 152(4) of The Municipal Act Council does now re-open the meeting to the public.

For: All Against: None

CARRIED


Council directed Administration to provide the solicitors a 20 year time frame for the water agreement (UB 8) and for Councillor Malkoske to inquire about a water installation route.

Adjournment:

Moved by Bachman and seconded by Sikkenga

401/18 **BE IT RESOLVED THAT** the regular business has concluded and this meeting does hereby adjourn at 7:55 p.m.

CARRIED



Reeve



Chief Administrative Officer