

**TOWN OF CARBERRY
REGULAR MEETING OF COUNCIL
April 21, 2020 (7:00 p.m.)
MINUTES**

The council of the Town of Carberry met, widely spaced around the council table in the Municipal Offices, on Tuesday April 21, 2020, with Mayor Olmstead in the chair, and all members except Tolton present. Technology is now in place to attend meetings remotely, and was being tested during the meeting.

1. Calling Meeting to Order

Res #79-20 BE IT RESOLVED THAT the meeting be convened at 7:00 p.m. with Mayor Stuart Olmstead in the Chair.

Moved by: M. Sudak **Seconded by:** R. Muirhead

Carried: X **Lost:** ____

Mayor Olmstead called for a period of silence in memory of Constable Heidi Stevenson, killed in the line of duty in Nova Scotia.

2. Adoption of Agenda

Res #80-20 BE IT RESOLVED THAT the agenda for the regular meeting of April 21, 2020 be adopted as circulated.

Moved by: J. Anderson **Seconded by:** M. Sudak

Carried: X **Lost:** ____

3. Adoption of Minutes

Res #81-20 BE IT RESOLVED THAT the minutes for the regular meeting of March 10th be adopted as circulated.

Moved by: R. Muirhead **Seconded by:** J. Anderson

Carried: X **Lost:** ____

4. Finance and Accounts

Res #82-20 BE IT RESOLVED THAT the Financial Statement for March 2020 be referred to Council.

Moved by: M. Sudak **Seconded by:** R. Muirhead

Carried: X **Lost:** ____

Res #83-20 BE IT RESOLVED THAT the accounts, cheque no. **11660** to cheque no **11697** totaling **\$159,679.32** and direct withdrawals of **\$39,238.38** be approved for payment.

Moved by: J. Anderson **Seconded by:** R. Muirhead

Carried: X **Lost:** ____

Res #84-20 BE IT RESOLVED THAT Council transfer the following amounts into the reserves for the year ending 2019:

\$19,250.00 to the Building Reserve to be used in 2020
\$5000.00 to the Equipment Reserve to be used in 2020
\$13,000.00 to the Building Reserve to be used in 2020

Moved by: M. Sudak **Seconded by:** J. Anderson

Carried: X **Lost:** ____

5. Planning matters

a) Variation Order – Rubin Hoffmann

Res #85-20 BE IT RESOLVED THAT Council approve the Variation Order No. V-02-20-C under Part IV of the Town of Carberry Zoning By-Law No. 1977 for Rubin Hoffmann, owner of the property legally described as Lot 35&36, Block 7, Plan 44 BLTO, Roll 5600, known as 233 Selkirk Street in the Town of Carberry to the following dimensions:

FROM: Minimum Lot Width of 55.0 feet
Minimum Lot Area of 6,600 square feet

TO: Minimum Lot Width of 50.0 feet
Minimum Lot Area of 5,850 square feet

PURPOSE: To allow for the establishment of a side by side Two Family dwelling in an “R-Residential District”.

Moved by: R. Muirhead **Seconded by:** J. Anderson

Carried: X **Lost:** ____

6. Delegations

None

7. By-laws

a. Reduced-Speed School Zone Amendment – First Reading

Res #86-20 BE IT RESOLVED THAT Bylaw No. 4/2020, Town of Carberry Reduced-Speed School Zone Bylaw, be read a first time and referred to Council.

Moved by: M. Sudak **Seconded by:** R. Muirhead

Carried: X **Lost:** ____

8. Unfinished Business

a. NCL Assistant CAO Payroll Duties

Res #87-20 BE IT RESOLVED THAT Council agree to pay the Municipality of North Cypress-Langford the equivalent of one-half day of pay per week for the Assistant CAO to complete payroll duties for Town employees, Council, and Joint Staff.

Moved by: M. Sudak **Seconded by:** R. Muirhead

Carried: X **Lost:** ____

b. Zaine McConnell hiring

Res #88-20 BE IT RESOLVED THAT Council hire Zaine McConnell for the Joint Utility Employee position for the Town of Carberry at a wage of \$17.50 per hour with a starting date of November 24, 2019.

AND FURTHER BE IT RESOLVED THAT costs be shared 50/50 with the Municipality of North Cypress-Langford.

Moved by: M. Sudak **Seconded by:** J. Anderson

Carried: X **Lost:** ____

c. Main Street

Council has long been concerned about the state of Main Street, which is supposed to be maintained by the province. It is in poor shape, and in the present financial climate very likely to remain so. Because it is our Main Street, its condition reflects poorly on the town, and Council is considering asking to have it returned to the Town’s care, despite the fact

that this would be a downloading of responsibility from the province to municipal government. In consideration of this, the hope is to get some compensation for the state into which it has fallen when the transfer is enacted, or to get permission to spend Gas Tax funds on it as a special measure. A meeting has been arranged with Denise Jubenvill from Manitoba Infrastructure to get some answers about what can be done.

d. Rescind Resolution #76-20

Res #89-20 BE IT RESOLVED THAT Council rescind resolution #76-20 from the March 10th, 2020 regular meeting, as the borrowing will not be needed.

Moved by: M. Sudak **Seconded by:** J. Anderson

Carried: X **Lost:** ____

e. Town lot on 4th Avenue

The lot on Fourth Avenue that is owned by the town and used by an adjacent property owner is being studied. The property owner will be finding out from their lawyer whether the problem is lapsed paperwork or some such error. If they cannot produce proof that the land was purchased, the lot will have to be disposed of in a proper manner, as the adjacent owner on the other side has expressed interest in it as well.

f. Lagoon Update

The Lagoon Project has received some good news. The engineering study submitted to the province has already begun to receive some attention, so the advertisement by Conservation and Climate asking for public comment will be in the next issue of the Banner. With the process that far along, the project may well catch the eye of the Investing in Canada Infrastructure Program [ICIP] granting body.

g. Screening Officer

****Tabled** Res #90-20** BE IT RESOLVED THAT Council hire _____ to be their by-law Screening Officer at a rate of \$_____ per _____.

Moved by: _____ **Seconded by:** _____ ***Tabled***

Carried: ____ **Lost:** ____

h. 33 Main Street

A letter from Erik Forbes asks Council to waive back taxes on the old bank at 33 Main Street, and to accept ten years of taxes at \$500 per year, in consideration of the repair and renovation of the site. Council discussed the matter of tax incentives generally, and along Main Street in particular, and agreed that to ensure fairness, reduce haggling, and provide sanctions for failure to complete undertakings, a policy for tax incentives should be crafted. They then agreed to offer Forbes a letter of assurance that he will get his tax break when the policy is drawn up.

i. Ryan Developments Amended Agreement

The Development Agreement with Simon Ryan has been amended, and is now registered with the Land Titles Office in Brandon.

j. COVID-19

Council took time to discuss details of the COVID-19 pandemic as it affects us locally. Councillor Muirhead reported that he is hearing of some very serious gouging by profiteers in the PPE market, but that overall it seems that the isolating efforts everyone is going through are keeping “the curve” pretty flat around here. Councillor Anderson was concerned as to the finances locally, the layoffs and restraints are going to cause many people difficulties, and we will probably have to face ratepayers needing to defer their taxes. What provisions are in place? Because the town taxes are due in September, we won’t see as much hardship, assuming that things ease up before then. Interest charges and penalties will be waived for a while, and staged installment payments of taxes perhaps accepted if necessary.

Muirhead wondered if the EDO could be encouraged to assist local businesses under stress to access all the federal aid to which they may be entitled.

Councilor Sudak agreed that the EDO has been active and effective in getting word out through the Facebook page and the pixel board, and congratulated her on her timely response to questions and suggestions. She has been very effective in working from home. He also noted that the Fire Department's drive-by birthday greetings have been a bright spot for the kids enduring isolation, and have got a lot of praise in the community. He also gave a shout out to all the front line workers — in health care, transport and distribution; to which Councilor Anderson added that he is fed up with being called a "hero" and like all the workers is just doing his job in difficult times. He asked that people be just as thankful of all who keep at their work, including cleaning staff and store clerks.

CAO Stephenson agreed that thanks are due to all employees continuing with their work. The office is for the most part still working in place, and the Public Works are down to two staff who are managing to keep up with their workload well.

Mayor Olmstead gave praise to the Financial Officer, whose work has been much complicated by the pandemic, and offered that the Chamber of Commerce, who had to skip this year's Award Night, will be returning next year. There was talk of specially recognizing those who have made it possible to get through this time of isolation so much easier. He reminded everyone to stay home, stay safe, and socially distance as required. It can be hard, especially with loved ones isolated in care, but this will pass. If you need help, reach out; there are many kinds of support available.

9. General Business

a. Sidewalk repair service

A firm called Safe Sidewalks has made a presentation to Public Works about their service to level sidewalks to reduce tripping hazards and facilitate the movement of wheelchairs and scooters. For a retainer of \$5000, they offer to fix 30-40 tripping hazards around the town. They have specialized equipment to lift or lower sidewalk panels on a piecework basis, and can work until the budget figure is used up. Council agreed that this sounds like a good idea and approved the foreman to accept the offer of a \$5000 Trip Hazard Removal Program.

b. Chartrand Boulevard Tree Removal Request

A resident has requested the removal of a boulevard tree along Second Avenue to allow some light into their garden. Normally, the town will not remove a healthy tree with no safety concerns, but in this case the tree is one of six close-spaced conifers, and will not be missed. They will allow Public Works to do the job.

c. AllNet Website

AllNet has proposed to upgrade the municipal web site. The package they are offering has many very useful features including document handling, forms creation and management, security, polling, calendars and directories. The firm has prepared sites for many Manitoba municipalities, and they manage to keep each one unique; the similarities are in features, not in style and presentation. The cost of \$4,800/yr. is well within the range available. The EDO will be approved to go ahead; it will take about 12 weeks from order to unveiling. In the absence of a Carberry newspaper, a web site like this is more and more necessary to reach constituents.

d. Seton Center Grant Request

Res #91-20 BE IT RESOLVED THAT Council agree to grant \$750 to the Seton Center for their 2020 Grant.

Moved by: R. Muirhead **Seconded by:** M. Sudak

Carried: X **Lost:** ____

e. Ag Society 2020 Grant Request

Res #92-20 BE IT RESOLVED THAT Council agree to grant \$3000 to the Carberry Agricultural Society for their 2020 Grant.

Moved by: J. Anderson **Seconded by:** M. Sudak

Carried: X **Lost:** ____

f. Friends of Camp Hughes Grant Request

Res #93-20 BE IT RESOLVED THAT Council agree to grant \$2000 to the Friends of Camp Hughes for their 2020 grant.

Moved by: J. Anderson **Seconded by:** R. Muirhead

Carried: X **Lost:** ____

g. Art Sear Park Playground Equipment Closure

Res #94-20 BE IT RESOLVED THAT Council enact a temporary closure of the Art Sear Park playground equipment due to the COVID-19 pandemic.

AND FURTHER BE IT RESOLVED that this closure will remain in effect until such time as the risk has been reduced, and Council re-opens by resolution.

Moved by: R. Muirhead **Seconded by:** J. Anderson

Carried: X **Lost:** ____

h. Kennel Services Offer

An important component of an animal control policy is the ability to house animals collected by an Animal Control Officer. Council was pleased to hear that Carrie Baron has agreed to act as a holding kennel, and has offered reasonable fees for the service. Further on the subject, the applications for the post of Animal Control Officer will close very shortly, and the post can be filled.

i. Taxervice – Tax Sale Proceedings

Res #95-20 BE IT RESOLVED THAT Council defer any further Tax Sale interest and penalty charges until the COVID-19 pandemic is resolved, or August 31st, whichever comes first.

Moved by: M. Sudak **Seconded by:** J. Anderson

Carried: X **Lost:** ____

j. Draft Service Agreement

In consultation with the lawyer, a draft general service agreement contract has been drawn up, to be used wherever services are offered to the Town. It provides for and describes the obligations of the service provider and the Town, and the conditions that apply. The contract would be for lesser contracted services, but for larger projects such as the fire hall extension, a considerably more detailed contract would be entered into.

k. Canada Day/Staff Appreciation BBQ

It has been usual to hold a free pool day and Barbecue on Canada Day staffed by Council, but owing to the pandemic, it is likely that it can't be held at that time this year. It is hoped that the event can be moved to a time in late August, by which time it will be even more appropriate and beneficial. It was also mentioned that the Staff Appreciation BBQ should also take place sometime in August to celebrate all the hard work and dedication of Town, Joint, and NCL staff put into their work for our community.

l. Carberry Collegiate Scholarship

Res #96-20 BE IT RESOLVED THAT Council agree to contribute \$500 to their annual scholarship at Carberry Collegiate.

Moved by: M. Sudak **Seconded by:** J. Anderson

Carried: X **Lost:** ____

m. Evergreen Environmental: C&D Disposal Policy

Res #97-20 BE IT RESOLVED THAT Council adopt the Evergreen Environmental Construction & Demolition Waste Disposal Policy, dated April 21st, 2020, as presented.

Moved by: J. Anderson **Seconded by:** R. Muirhead

Carried: X **Lost:** ____

10. Communications

a. Way To Go Consulting

SEO Services

Way to Go Consulting offers services as SEO. Council declined the offer.

b. Municipal Relations

Letter from Min. Squires (x2)

The Minister of Municipal Relations sent out a notice about the Flood Preparedness Program and the Disaster Financial Assistance program.

She also sent a letter outlining the government's efforts under the Pandemic to realign expenses to trim non-essential services and shift funding to front-line services especially in Health. She asks all government bodies to cut back as much as possible, and consider how their work will be done once the pressure to isolate is eased.

c. CARM

PlanPoint

The Construction Association of Rural Manitoba has created a tender platform called PlanPoint, which is a local version of MERX, the national tender platform. It can seek quotes, RFPs and tenders for work in this area.

d. McCain Foods

Plant Layoffs/Production

McCain Foods advises that because their product is primarily used by the foodservice/hospitality sector which is all but completely shut down, they have been forced to issue temporary layoffs until things ease up. They will need less raw stock too, so contracts for potatoes will be smaller. Apparently they have completely closed several plants, but Carberry remains in operation though only for one product line. Capital projects and purchases are on indefinite hold.

e. McCain Clear Lake Classic

Postponement

The McCain Clear Lake Classic has been postponed at least until July 28. A cancellation date of July 16 has been set if the pandemic response measures have not been cleared.

f. MPI

Firefighting Payments

MPI sends word that it has increased the refund sent to Fire Departments called out to motor vehicle accidents effective March 1, 2020.

11. Added to the Agenda

12. Around the Table

Councilor Sudak reported that the Manitoba 150 celebrations scheduled for June 20 are cancelled. He thought it possible that if there are any contracts that oblige the committee to use the entertainment companies and individuals, that it might be possible to add them to an event late in the year to celebrate (hopefully) the easing of the isolation requirements, and hold a local ceremony with the popular local amenities like "Touch a Truck," the Fire Department's Junior Firefighter program, local vendors and the like. Proceeds could be passed back to the MB 150 committee to run the rescheduled event. It was agreed to bring the idea up at the Joint Meeting.

Councilor Muirhead asked how the interaction with the Neepawa Banner is going. They have accepted any press releases offered, but it isn't sure that people are looking each week expecting a Carberry/NCL page of goodies. The amount of advertising the Banner is getting from Carberry isn't known.

Muirhead also asked what the status of the old shop was. He was advised that until some more cement work is done outside the new Fire Hall, there are still some things in storage there. The building will be handed over to Robert Smith when it's empty, and he will need a winter to complete what he wishes to do.

He asked what had become of the pictures taken of the councils, and was advised there was a slight delay due to Covid-19.

He also noted that there had been two letters, respectively from Brad Graham and Steve Denton, which were sent to the town and circulated as part of the Council package, and were not read aloud into the record of the meeting. Council apologized for the oversight.

Lastly, he raised the question of NCL's lack of response to Carberry's recent proposal for the funding of the office expenses, specifically in regards to wages. With the rest of Council's approval, he suggested taking a hard line at the upcoming joint meeting to insist on an answer — whatever it may be. The answer bears on the budgeting process which can't be further delayed. A resolution will be prepared to present to the Joint Councils to force a vote.

Councilor Anderson noted that in a recent letter from Edith Anderson and Bill Kalinowich was a suggestion that made a lot of sense. Though the issue of a public bathroom has died down, it would still be possible to put a bathroom in the building to the east of the municipal office, where there is plumbing and hydro. The facility would serve the Farmers' Market and other events held in the CP/Pioneers' Park. A cost will be worked out to see if the idea is practical.

The reporter pointed out that he had a letter from NCL advising him that his services would not be required for their meetings. He asked if he still had a job, as the letter also advised him that he would be sent the agenda and correspondence for the meeting of Joint Councils on April 28. Council assured him that as a Joint Employee, he still had a job reporting on town and joint meetings, and that the matter of the unilateral laying off of a joint employee would be raised at the Joint Councils' meeting on the 28th.

Mayor Olmstead reported that he had been asked if the walking path was still a go. It's still unconfirmed, but it should be possible; Zenith hasn't said that it will cancel the early summer project.

CAO Stephenson announced that it looks as though the Commissionaires will be able to start work by early May.

The Community Foundation has granted MADD the funds for a memorial bench, and would like to determine an appropriate location. Public Works will be consulted for their input.

A meeting will shortly be held to determine the number of Animal Units the feedlot to the west of town on 351 will be allowed to house. The historical level was extremely high, but the reduction shouldn't prevent the use of the land for a feedlot. Regardless, any figure over 300 AU will require a manure management plan. It will be an interesting compromise.

The Andersons also have land to the north of the Oliver subdivision they are looking in to dividing into building lots. The likelihood is that they will ask to join the town's sewer system.

The Isolation requirements of the Medical Officer of Health are to be continued for another period, and testing will become more available.

The town's insurance will rise by 8.92% to about \$91,000.

The hole created by subsidence between the Credit Union and 43 Main has been filled. Apparently it was in fact draining into the crawl space of 43 Main.

Stephenson reported that he has completed the first of his CMMA courses, and has started on another two. He was heartily congratulated.

The budget has been nearly approved, there will be a meeting on Thursday the 23rd to finalize so that notice can be sent to the Banner for Friday.

Two properties on Simcoe St. were discussed, one is to be demolished this year and the other has been closed due to safety reasons. Council will further discuss options as they arise.

People are advised that there has been a rash of break-ins and rifling of cars. Lock your car and your doors. Quads have been stolen; there are people taking advantage of the empty streets to cause problems.

13. In Camera

Res #98-20 BE IT RESOLVED THAT Council move In Camera to discuss personnel issues.

Moved by: M. Sudak **Seconded by:** J. Anderson

Carried: X **Lost:** ____

Res #99-20 BE IT RESOLVED THAT Council come out of In Camera and resume the regular meeting.

Moved by: M. Sudak **Seconded by:** R. Muirhead

Carried: X **Lost:** ____

14. Adjournment

Res #100-20 BE IT RESOLVED THAT the regular meeting of council now adjourns at 11:28 pm.

Moved by: J. Anderson **Seconded by:** R. Muirhead

Carried: X **Lost:** ____

Stuart Olmstead
Mayor

Grady Stephenson
CAO