

**TOWN OF CARBERRY  
REGULAR MEETING OF COUNCIL  
January 9, 2024 (7:00 p.m.)  
MINUTES**

**1. Calling Meeting to Order**

**Res #01-24** BE IT RESOLVED THAT the meeting be convened at 6:55 p.m. with Mayor Raymond Muirhead in the Chair.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

**2. Roll Call**

	<u>Present</u>	<u>Regrets</u>
Muirhead	x	
Kalinowich	x	
Anderson	x	
Sudak		x
YC Downey	x	

**3. Adoption of Agenda**

**Res #02-24** BE IT RESOLVED THAT the agenda for the regular meeting of **January 9, 2024** be adopted as circulated.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

**4. Adoption of Minutes**

**Res #03-24** BE IT RESOLVED THAT the minutes for the regular meeting of December 12th, 2023 be adopted as circulated.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

**5. Delegations**

None

**6. Planning matters**

a. *Site Plan Dufferin Street*

**Res #04-24** BE IT RESOLVED that Council is in favor of the conceptual plan supplied by Dream Concepts Designs for the proposed multi-family tiny home development submitted for 318 Dufferin St, 9 - -65078, as long as the final design is reasonably consistent with the conceptual plan;

AND FURTHER BE IT RESOLVED that Council enter into a development agreement with Dream Concepts Designs;

AND FURTHER BE IT RESOLVED that the plan be reviewed and approved by the Carberry North Cypress-Langford Fire Department.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

**7. Finance and Accounts**a. *ACAO Report*

**Res #05-24** BE IT RESOLVED THAT Council receive the ACAO report, as presented.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

b. *Financial Statements*

**Res #06-24** BE IT RESOLVED THAT the Financial Statement for December 2023 be approved as recommended by the Finance Committee.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

c. *Payments/Direct Withdrawals*

**Res #07-24** BE IT RESOLVED THAT the accounts, cheque no. 14689 to cheque no. 14755 totaling **\$244,372.54** and direct withdrawals of **\$315,751.33** be approved for payment, as recommended by the Finance Committee.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

**8. Public Hearings**

None

**9. By-laws**

None

**10. Unfinished Business**a. *Transfer Station Building*

**Res #08-24** BE IT RESOLVED THAT Council approve the quote from Dickson Custom Construction in the amount of \$130,029.23 including taxes for the construction of a building at the Carberry Transfer Station;

AND FURTHER BE IT RESOLVED THAT the costs be shared 50/50 between the Town of Carberry and Municipality of North Cypress-Langford.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

**11. General Business**a. *2024 Memberships*

**Res #09-24** BE IT RESOLVED THAT Council approve the following memberships for 2024:

Association of Manitoba Municipalities  
Manitoba Municipal Administrators  
Federation of Canadian Municipalities  
Grand Valley Mutual Aid District  
Manitoba Association of Fire Chiefs  
Tourism Westman  
Rec Connections Manitoba  
Canadian Association of Municipal Administrators  
Carberry and District Chamber of Commerce

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

b. *Establish Board of Revision*

**Res #10-24** WHEREAS Section 35(1) of the *Municipal Assessment Act* requires that “A council shall each year by resolution appoint a board of revision consisting of not less than three members, some or all of whom may be members of the council.”;

AND WHEREAS Section 35(2) of the *Municipal Assessment Act* requires that “A council shall appoint a member of a board appointed under subsection (1) to serve as the presiding officer of the board.”;

AND WHEREAS Section 35(4) of the *Municipal Assessment Act* requires that “The council shall appoint a person to act as secretary of a board appointed under subsection (1).”;

NOW THEREFORE BE IT RESOLVED THAT Council appoint all of council to the Board of Revision for 2024;

AND FURTHER BE IT RESOLVED THAT Council appoint Leslie Watts as a citizen representative to the Board of Revision for 2024;

AND FURTHER BE IT RESOLVED THAT Council appoint the Mayor as the chair of the Board for 2024;

AND FURTHER BE IT RESOLVED THAT Council appoint the CAO as secretary for the Board for 2024.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

c. *Pledge of Taxes*

**Res #11-24** WHEREAS in accordance with Section 173(1) of The Municipal Act: A council may by resolution borrow money for operating expenses during a fiscal year, but the amount borrowed must not exceed the amount collected in taxes and grants in lieu of taxes in the previous fiscal year.

WHEREAS the Council of The Town of Carberry (herein referred to as the Corporation) deems it necessary to borrow the sum of Five Hundred Thousand Dollars (\$500,000.00) as a line of credit to meet the current expenditures of the Corporation for the current year 2024 until such time as the taxes levied therefore are collected:

AND WHEREAS the total amount of the taxes collected by the Corporation last year was the sum of Two Million, Six-hundred and Eighty-Seven Thousand, Four Hundred and Eighty-two Dollars (\$2,687,482.00).

AND WHEREAS the amounts (if any) heretofore borrowed and outstanding for current purposes and the amount hereby authorized to be borrowed and the

Amounts (if any) heretofore borrowed by any School District during the present year for current purposes in anticipation of the school tax moneys to be received by it from the Corporation do not exceed the total amount of the taxes so collected as aforesaid.

NOW THEREFORE THIS COVENANT OR AGREEMENT WITNESSETH that in consideration of the premises the Corporation covenants and agrees with the Credit Union as follows:

1. THAT all taxes levied or to be levied by the Corporation for the present year be and they are hereby pledged, hypothecated, mortgaged, transferred, and assigned to the Credit Union as security for said loan and interest thereon and are charged as a first charge with repayment of such loan and interest.
2. THAT said taxes shall be deposited forthwith on being collected, in the said Credit Union to the credit of the Corporation in a special account, as collateral security for said advance.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

d. *Board of Revision Date*

**Res #12-24** BE IT RESOLVED THAT Council set the date of October 8<sup>th</sup>, 2024 at 7:05 pm for the Board of Revision.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

e. *Employee Policy*

**Res #13-24** BE IT RESOLVED THAT Council adopt HR 01-2024, the Employee Policy dated January 1, 2024, as presented.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

f. *Internet Usage Policy*

**Res #14-24** BE IT RESOLVED THAT Council adopt policy HR 02-2024, the Internet Usage Policy, as presented.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

g. *Anti-Violence & Harassment Policy*

**Res #15-2024** BE IT RESOLVED THAT Council adopt policy HR 03-2024, the Workplace Anti-Violence & Harassment Policy, as amended.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

h. *Employee Code of Conduct Policy*

**Res #16-2024** BE IT RESOLVED THAT Council adopt policy HR 04-2024, the Employee Code of Conduct Policy, as presented.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

i. *Donation Flow-through Policy*

**Res #17-24** BE IT RESOLVED THAT Council adopt policy GG 01-2024, the Donation Flow-Through Policy, as presented.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

j. *Social Media Policy*

**Res #18-24** BE IT RESOLVED THAT Council adopt policy GG 02-2024, the Social Media Policy, as presented.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

k. *Downtown Tax Incentive*

**Res #19-24** BE IT RESOLVED THAT Council approve the application for 125 Main Street upgrades, with the total incentive to be determined upon receipt of final invoices for the project.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

l. *Tax Sale Date*

**Res #20-24** BE IT RESOLVED THAT Council set the date and time for the 2024 Tax Sale as October 3<sup>rd</sup>, 2024 at 10:00 am in Council chambers.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

## **12. Reports**

a. *Youth Councillor Report*

*As presented*

b. *CAO Report*

*As presented*

c. *Public Works Report*

*No report*

d. *Economic Development Report*

*As reported*

e. *Committee Reports*

- i. Protective Services – Over \$41,000 raised at ball*
- ii. Public Works – Meeting before end of month*
- iii. Buildings – CP Park shelter looking at upgrades*
- iv. Waste Management – Transfer station building*
- v. Archives – none*
- vi. Arts Council – meet next week, lots on the go*
- vii. Cemetery – windmill getting restored, budget done*
- viii. Museum – meet next Wednesday*
- ix. Handivan/Seniors – van funding*
- x. Library – no meeting, Bill is new rep*
- xi. Health Action – working on recruitment, fundraising, EMS*
- xii. Planning – Meet next week*
- xiii. Rec Board – no meeting*
- xiv. Whitemud – March meeting*

**Res #21-24** BE IT RESOLVED THAT Council receive all reports, as presented.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

**13. Communications**

<u>From</u>	<u>Subject</u>
Westoba Credit Union	Merger Exploration - filed
Min. Environment & Climate Change	WRARS Rebate - filed
STARS	Rpt & Funding Request – to Feb. mtg.
Consumer Prot. & Gov. Services	MCBF Grant - filed
RLM	Carberry: A city of Destiny – to Feb. mtg.

**Res #22-24** BE IT RESOLVED THAT Council receive all communications, as presented.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

**14. Added to the Agenda**

None

**15. Around the Table**

Mayor Muirhead

- Attended highways announcement in Dauphin with Keith Loney & Grady Stephenson. Was well attended and good to meet with families and government. Emotional day.

Deputy Mayor Kalinowich

- Concerns with potential solutions to 1 & 5 intersections, consultants being hired, and timelines

Councilor Anderson

- Asked where the discussions were for the FF wages. Is on the next joint agenda, as discussed last meeting.

Youth Councilor Downey

- Asked about next few meeting dates, and if any changes were anticipated. None expected.

**16. In Camera**

**Res #23-24** BE IT RESOLVED THAT Council move in camera under Section 152(3)(b)(ii) of the *Municipal Act* to discuss personnel matters.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

**Res #24-24** BE IT RESOLVED THAT Council move out of in-camera and resume the regular meeting.

**Moved by:** W. Kalinowich **Seconded by:** J. Anderson

**Carried:** X **Lost:** \_\_\_\_

**17. Adjournment**

**Res #25-24** BE IT RESOLVED THAT the regular meeting of council now adjourns at 9:31 pm.

**Moved by:** J. Anderson **Seconded by:** W. Kalinowich

**Carried:** X **Lost:** \_\_\_\_

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Raymond Muirhead  
Mayor

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Grady Stephenson  
CAO