

**TOWN OF CARBERRY  
REGULAR MEETING OF COUNCIL  
December 12, 2023 (7:00 p.m.)  
MINUTES**

**1. Calling Meeting to Order**

**Res #273-23** BE IT RESOLVED THAT the meeting be convened at 7:00 p.m. with Mayor Raymond Muirhead in the Chair.

**Moved by:** M. Sudak **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 #274-23** BE IT RESOLVED THAT the agenda for the regular meeting of **December 12th, 2023** be adopted as circulated.

**Moved by:** W. Kalinowich **Seconded by:** M. Sudak

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

**4. Adoption of Minutes**

**Res #275-23** BE IT RESOLVED THAT the minutes for the regular meeting of November 14th, and the Joint Committee Meeting of November 27<sup>th</sup> be adopted as circulated.

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

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

**5. Finance and Accounts**

a. *ACAO Report*

*As Presented*

b. *Financials*

**Res #276-23** BE IT RESOLVED THAT the Financial Statements for November 2023 and Bank Reconciliation for October & November 2023 be approved as recommended by the Finance Committee.

**Moved by:** M. Sudak **Seconded by:** W. Kalinowich

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

**Res #277-23** BE IT RESOLVED THAT the accounts, cheque no. 14609 to cheque no. 14688 totaling **\$250,984.46** and direct withdrawals of **\$85,112.68** be approved for payment, as recommended by the Finance Committee.

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

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

c. *Interim Operating Budget*

**Res #278-23** WHEREAS in accordance with Section 163 of the *Municipal Act*, the Council of the Town of Carberry has made an Interim Operating Budget for all operating and capital expenditures of the Town for the period of January 1, 2024, until the adoption of the 2024 Financial Plan,

NOW THEREFORE BE IT RESOLVED That the following Interim Operating Budget be adopted:

General Government Services	\$300,000.00
Protective Services	\$100,000.00
Transportation Services	\$220,000.00
Environmental Health Services	\$100,000.00
Public Health and Welfare Services	\$10,000.00
Environmental Development Services	\$10,000.00
Economic Development	\$50,000.00
Recreation and Cultural Services	\$160,000.00
Fiscal Services	\$200,000.00

**Moved by:** M. Sudak **Seconded by:** W. Kalinowich

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

6. **Public Hearings**

a. *By-law 6/2023 – Operation of Community Recreation Services*

**Res #279-23** WHEREAS Section 318(1) of *The Municipal Act* requires that Council hold a Public Hearing in respect to a Special Service;

THEREFORE BE IT RESOLVED THAT the Regular Meeting of Council be adjourned for the purpose of a public hearing regarding By-law 6/2023.

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

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

**Res #280-23** BE IT RESOLVED THAT the Public Hearing regarding By-law 6/2023 be adjourned, and the Regular Meeting of Council resume.

**Moved by:** M. Sudak **Seconded by:** W. Kalinowich

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

7. **Planning matters**

a. *Residential Development*

Paul Zacharias attended to discuss some potential development of more affordable housing in the form of duplexes and tiny apartments. Council had some questions, and asked to see some site plans and more detail before a decision, but welcomed the idea of more affordable housing options.

b. *Cannabis Retail in MG Zone*

There is interest in opening a cannabis retail store in the MG Industrial Zone. DA Andrews informed council that the appropriate by-law and other necessary variations will be coming to the table in the near future.

8. **By-laws**

a. *By-law 6-2023*

**Res #281-23** BE IT RESOLVED THAT the By-law 6/2023, The Town of Carberry Operation of Community Rec Services By-law, hereby be read a first time and be referred to council.

**Moved by:** M. Sudak **Seconded by:** W. Kalinowich

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

9. **Unfinished Business**

a. *Resolutions from the Joint Meeting*

Hire P& R Working Foreman

**Res #282-23** BE IT RESOLVED THAT the Joint Committee hire Craig Derksen as the Parks and Recreation Working Foreman as of December 11, 2023 and terms be set out in the employment agreement.

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

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

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

Bowling Alley Manager Wage

**Res #283-23** BE IT RESOLVED THAT the Joint Committee increase Sylvia Swaenepoel's wage to \$24.44/hr and wages be back dated to the first pay period of 2023.

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

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

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

b. *Transfer Station RFP Update*

The Waste Management committee has reviewed the proposals, and recommend that the bid go to Dickson Custom Construction. A resolution will be on the joint agenda, with contracts to be signed following.

c. *Former Town Shop Property Update*

Hydro has been hooked up and heat is running in the water storage area, as well as where the piping is. Demo will take place in the spring.

d. *2024 Summer Students*

A number of summer students will be hired for the coming season. Grants will be applied for as normal, however, ads will go out earlier in hopes of attracting enough applicants.

e. *Joint Services Agreement*

The joint services agreement is with NCL, and should soon be back with the Town. This document will outline roles and responsibilities for joint facilities, staff, boards, etc. and the costs associated with the same.

f. *726 4<sup>th</sup> Avenue*

Legal opinion pending.

g. *Main Street Paving*

Legal opinion pending.

h. *Waste & Recycling RFP*

The RFP will be issued this week.

**10. General Business**a. *AMM Fall Convention Highlights*

- Met with Premier Kinew, discussed healthcare and fundraising efforts for recruitment. Premier Kinew would like to meet with council in the near future to discuss intersection and healthcare. Council requested the Health Minister attend as well. Premier is considering matching funding for the Health Action Committee.
- Met with Minister Naylor to discuss the intersection, main street paving, and the speed zone on 351. Petitions were handed in. No promises made, but further discussion is expected.

b. *Add AR Invoices to taxes*

**Res #284-23** BE IT RESOLVED THAT Council add the following invoices to taxes:

Invoice #2023-00166 in the amount of \$31.50 plus interest to Roll #55500

Invoice #2023-00170 in the amount of \$63.00 plus interest to Roll #67700

**Moved by:** M. Sudak **Seconded by:** W. Kalinowich

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

c. *Council Resignation*

**Res #285-23** WHEREAS Section 104(1) of the *Municipal Act* states “The resignation of a member must be in writing and given to the Chief Administrative Officer”;

AND WHEREAS Section 104(2) of the *Municipal Act* states “A resignation is effective and a vacancy of the council occurs at the time the resignation is given to the chief administrative officer despite any other date set out in the resignation, and the resignation may not thereafter be revoked”;

AND WHEREAS Section 104(4) of the *Municipal Act* states “The chief administrative officer must report a resignation at the first meeting of the council after the resignation is received”;

AND WHEREAS the letter of resignation was received by the chief administrative officer on December 4<sup>th</sup>, 2023;

THEREFORE BE IT RESOLVED THAT Council accept the resignation of Councilor Emma Denton, effective December 4<sup>th</sup>, 2023, with regrets.

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

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

d. *By-election*

**Res #286-23** WHEREAS section 105(1) of the *Municipal Act* states, in part, “... a council must hold a by-election to fill a vacancy on the council as soon as is reasonably possible...”

AND WHEREAS section 105(3) of the *Municipal Act* states “The senior election official must hold a by-election when requested to do so by a council. Election day for the election must be as soon as reasonably practicable, but in fixing the day the senior election official must consider

(a) Voter participation; and

(b) Availability of persons to serve as election officials, and facilities to be used as voting places.

THEREFORE BE IT RESOLVED THAT Council direct the senior election official to hold a by-election as soon as reasonably possible.

**Moved by:** M. Sudak **Seconded by:** W. Kalinowich

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

e. *Radio Purchase*

**Res #287-23** BE IT RESOLVED THAT Council purchase three portable radios with auxiliary microphones for the public works department from Prairie Mobile Communications at a cost of \$1,904.28, including taxes.

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

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

f. *2024 Emergency Plan*

**Res #288-23** BE IT RESOLVED THAT Council adopt the 2024 Emergency plan, as updated by MEC Sudak.

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

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

g. *Heritage Grant Replacement Program*

With the repeal of the Heritage District By-law, a replacement for the grant program is needed. Council and administration will brainstorm and explore options as they relate to the applicable Acts and Regulations.

h. *Advocacy Day*

**Res #289-23** BE IT RESOLVED THAT Council approve the attendance of EDO Burney at the Manitoba Chamber Advocacy Days at the Manitoba Legislature December 5<sup>th</sup>, 2023, with costs to include mileage.

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

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

i. *Meeting with MLA Byram*

A meeting is scheduled with MLA Byram on January 4<sup>th</sup>, as a formal introduction as the new MLA. She is familiar with our various concerns from serving as Eileen Clark's CA.

j. *Council Committees*

**Res #290-23** BE IT RESOLVED THAT Council make the following amendments to the Council Committee representatives:

Finance: Remove Councilor Denton and add Councilor Sudak

Personnel: Remove Councilor Denton and add Councilor Kalinowich

Evergreen: Remove Councilor Denton and add Councilor Kalinowich

Arts: Remove Councilor Denton and add Councilor Anderson

Handivan/Seniors: Remove Councilor Denton and add Councilor Kalinowich

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

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

k. *Accessibility Plan Update*

**Res #291-23** BE IT RESOLVED THAT Council adopt the Town of Carberry Accessibility plan, as presented.

**Moved by:** M. Sudak **Seconded by:** W. Kalinowich

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

l. *CMHA Tournament of Champions Ad*

**Res #292-23** BE IT RESOLVED THAT Council support the Carberry Minor Hockey Tournament of Champions with an ad in the program at a value of \$150.00.

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

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

m. *North End Trees*

Following the removal of the aging and rotting trees, saplings have sprouted up all over the area. Mitigation will take place in the spring to attempt to stop this from happening.

**11. Reports**

- a. *Youth Councillor Report*  
As reported.
- b. *CAO Report*  
As presented.
- c. *Public Works Report*  
As presented.
- d. *Economic Development Report*  
As presented.
- e. *Committee Reports*
  - i. *Protective Services – Ball was a tremendous success*
  - ii. *Public Works – as discussed*
  - iii. *Buildings – Furnaces repaired at 122 Main*
  - iv. *Waste Management – RFP for building, Cats*
  - v. *Archives – meeting on at same time as council*
  - vi. *Arts Council – many events on the go, all-inclusive programs*
  - vii. *Cemetery – Meet Thursday, windmill is being repaired*
  - viii. *Museum – Had Christmas party*
  - ix. *Handivan/Seniors – grant for operations has come in*
  - x. *Library – No WMRL meeting in December*
  - xi. *Health Action – fundraising, actively recruiting*
  - xii. *Planning – As discussed in meeting*
  - xiii. *Rec Board – No meeting*
  - xiv. *Whitemud – Tree program deadline upcoming*

**12. Communications**

<u>From</u>	<u>Subject</u>
Kelly Garnett	Benches etc. – CAO to reply
Min. of Municipal & NR	MDTP Funding - filed
MLA Byram	Open House - filed
Evergreen Environmental	Holiday Closures – shared via social
RCMP	Quarterly Report – filed
WMRL	Draft Minutes – filed
CMHA	ToC Program Ad – as discussed

**13. Added to the Agenda**

- a. *Strategic Infrastructure Funding*

**Res #293-23** BE IT RESOLVED THAT Council approve the transfer of \$139,388.15, the amount provided by the Province of Manitoba for Strategic Infrastructure Funding, from the General Operating Account to the Future Capital Infrastructure Reserve.

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

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

b. *Rural Transit Solution Fund Agreement*

**Res #294-23** BE IT RESOLVED THAT the Town of Carberry can confirm that it meets all the requirements of Canada- Rural Transit Solution Fund Agreement, and that the CAO and Mayor can be authorized to execute the agreement on behalf of the Town of Carberry.

**Moved by:** W. Kalinowich **Seconded by:** M. Sudak

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

**14. Around the Table**Mayor Muirhead

- Meetings with PMH and other agencies
- Discussions with Lori Pakulak with PMH
- A number of Dr.'s have been in contact, working on recruitment
- Attended age friendly presentation. Many positives and some good ideas for improvement. Well done by the U of M students
- Parade was very good, could it be a parade of lights instead?
- Met with the new Base Commander in Shilo. Wants to work with communities and be involved

Deputy Mayor Kalinowich

- Glad to see heat on at old town shop
- Santa parade was well done and well attended
- Christmas lights look great
- Great to see new businesses starting up
- Many local businesses donated prizes for the staff party, and it is much appreciated

Councilor Anderson

- Asked that fire department wages be added to the next joint agenda for discussion
- Potential for operation in January or February

Councilor Sudak

- Parade was well done
- Loader looked great, excellent job by public works
- Lights on main look great
- Condolences to Sylvia
- Asked about the McCain tent on Main. EDO will be in touch with them
- Can we do something next year with the south end of Main Street? Signs are faded, general cleanup etc.

Youth Councilor Downey

- Was to ask about physician update, was provided

**15. In Camera**

**Res #295-23** BE IT RESOLVED THAT Council move in camera under Section 152(3)(b)(ii) of the *Municipal Act* to discuss personnel matters.

**Moved by:** M. Sudak **Seconded by:** W. Kalinowich

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

**Res #296-23** BE IT RESOLVED THAT Council move out of in-camera and resume the regular meeting.

**Moved by:** M. Sudak **Seconded by:** W. Kalinowich



Carried: X    Lost: \_\_\_\_

**16. Adjournment**

**Res #298-23** BE IT RESOLVED THAT the regular meeting of council now adjourns at 9:46 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