TOWN OF CARBERRY
REGULAR MEETING OF COUNCIL
September 8, 2026 (5:30 PM)
MINUTES

1. **Calling Meeting to Order**

Res #227-26 BE IT RESOLVED THAT the meeting be convened at 5:30 PM with Mayor Raymond Muirhead in the Chair.

Moved by: W. Kalinowich **Seconded by:** L. Dobbin-Waters

Carried

2. **Roll Call**

	Present	Regrets
Muirhead	x	
Kalinowich	x	
Rea	x	
Van Damme	x	
Dobbin-Waters	x	
McConnell	x	

3. **Adoption of Agenda**

Res #228-26 BE IT RESOLVED THAT the agenda for the regular meeting of September 8, 2026**,** be adopted as circulated.

Moved by: S. Van Damme **Seconded by:** D. Rea

Carried

4. **Adoption of Minutes**

Res #229-26 BE IT RESOLVED THAT the minutes for the regular meeting of August 11, 2026, and the Joint Committee Meeting of August 24, 2026 be adopted as circulated.

Moved by: D. Rea **Seconded by:** L. Dobbin-Waters

Carried

5. **Finance and Accounts**

a. *Finance Report*

Res #230-26 BE IT RESOLVED THAT Council accept the Finance Report, as presented.

Moved by: S. Van Damme **Seconded by:** W. Kalinowich

Carried

b. *Financial Statements*

Res #231-26 BE IT RESOLVED THAT the Financial Statement for August 2026 be received by council.

Moved by: D. Rea **Seconded by:** L. Dobbin-Waters

Carried

Res #232-26 BE IT RESOLVED THAT the accounts, cheque no. 17169 to cheque no. 17227 totaling $127,504.52, Electronic payments of $144,749.16, and direct withdrawals of $700.69 be approved for payment.

Moved by: W. Kalinowich **Seconded by:** L. Dobbin-Waters

Carried

c. Stride Investment Renewal

Res #233-26 BE IT RESOLVED THAT Council approve an investment in a GIC with Stride Credit Union for $155,000 from the Fire Safety Reserve at 3.70% for a 2-year term.

Moved by: S. Van Damme **Seconded by:** D. Rea

Carried

6. By-laws

a. Traffic By-law – adding stop sign to both sides of Wheatland and Wellwood Road – Tabled from August meeting

Res #234-26 BE IT RESOLVED THAT By-law 03-2026, being the Town of Carberry Traffic By-law, hereby be read a third time and signed by the Mayor and CAO, sealed, and become Law.

Moved by: W. Kalinowich **Seconded by:** S. Van Damme

Recorded Vote:

	For:	Against:	Abstain:
Muirhead, R	x		
Kalinowich, W	x		
Rea, D	x		
Van Damme, S	x		
Dobbin-Waters, L	x		

Carried

7. Unfinished Business

a. Resolutions from Joint Meeting

i. Fire Compensation Policy

Res #235-26 BE IT RESOLVED THAT Council approves the Joint Services and Shared Fire Department Compensation and Training Policy (Joint Policy No. PS 01-2026) as presented, effective August 24, 2026.

Moved by: S. Van Damme **Seconded by:** L. Dobbin-Waters

Carried

ii. Weed Control Request for Quotes

Res #236-26 WHEREAS the Town of Carberry and the Municipality of North Cypress-Langford issued a Request for Quotations for Casual On-Call Weed Control Services (Tender No. 09-2026); and

WHEREAS Administration has reviewed the submissions and recommends acceptance of the quotation submitted by Livingstone Landscaping;

THEREFORE BE IT RESOLVED THAT Council accepts the quotation from Livingstone Landscaping for Casual On-Call Weed Control Services at a rate of $407.50 per hour, plus applicable taxes, in accordance with the terms and conditions of Tender No. 09-2026.

Moved by: D. Rea **Seconded by:** W. Kalinowich

Carried

iii. Hire Parks & Recreation Labourer

Res #237-26 WHEREAS the Joint Foreman has recommended hiring Zaine McConnell, an internal candidate, to the position of Parks and Recreation Labourer; and

BE IT RESOLVED THAT Council approves the hiring of Zaine McConnell for the full time Parks and Recreation Labourer position effective August 24, 2026, at the compensation rate outlined in the employment agreement.

Moved by: L. Dobbin-Waters **Seconded by:** S. Van Damme

Carried

iv. Library Eavestrough Estimate

Res #238-26 BE IT RESOLVED THAT Council approves the estimate received from Wall-Hung Eavestroughing to replace 50 feet of 6-inch eavestrough at the CNCL Library in the amount of $700, plus applicable taxes.

Moved by: W. Kalinowich **Seconded by:** D. Rea

Carried

v. Tendering and Procurement Policy Update

Res #239-26 BE IT RESOLVED THAT Council approves and adopts the revised Tendering and Procurement Policy JS 01-2026, as presented by Administration, to establish updated guidelines for the procurement of goods, services, and construction projects, and for the disposal of municipal surplus assets.

BE IT FURTHER RESOLVED THAT Policy JS 01-2025 be rescinded and that Administration be authorized to implement and administer the revised policy effective August 24, 2026.

Moved by: S. Van Damme **Seconded by:** D. Rea

Carried

vi. Reclassify Positions from Joint Utility to Parks and Recreation

Res #240-26 WHEREAS the positions currently held by Kolby Wiebe and Alex King are classified under the Joint Utility Department; and

WHEREAS the primary duties associated with these positions are related to Parks and Recreation operations, representing the majority of their day-to-day responsibilities; and

THEREFORE BE IT RESOLVED THAT Council approves the reclassification of the positions held by Kolby Wiebe and Alex King from Joint Utility to Parks and Recreation, effective August 24, 2026.

Moved by: L. Dobbin-Waters **Seconded by:** W. Kalinowich

Carried

8. General Business

a. ASI Engineering Proposal

– this proposal was discussed and will kept on file for future consideration.

b. Updated Tendering and Procurement Policy

Res #241-26 BE IT RESOLVED THAT Council approves and adopts the revised Tendering and Procurement Policy GG 02-2026, as presented by Administration, to establish updated guidelines for the procurement of goods, services, and construction projects, and for the disposal of municipal surplus assets.

BE IT FURTHER RESOLVED THAT Policy GG 01-2025 be rescinded and that Administration be authorized to implement and administer the revised policy effective immediately.

Moved by: S. Van Damme **Seconded by:** W. Kalinowich

Carried

c. Office Eavestrough and Roof Repair Quote

Res #242-26 BE IT RESOLVED THAT Council approve the estimate received from Wall-Hung Eavestroughing to remove and replace eavestrough at the Town Administration Office in the amount of $4,300, plus applicable taxes.

Moved by: D. Rea **Seconded by:** L. Dobbin-Waters

Carried

d. Added/Deleted Taxes

Res #243-26 BE IT RESOLVED THAT Council make the following changes to the 2026 Assessment Roll, in accordance with Sections 300(6) and 326 of *The Municipal Act:*

Added Taxes: $4,785.94
Deleted Taxes: $535.14
Net Added Tax: $4,250.80

Moved by: W. Kalinowich **Seconded by:** S. Van Damme

Carried

e. Millennium EMS Solutions Ltd – Request to Close and Bore 4th Ave

Res $244-26 WHEREAS Millennium EMS Solutions Ltd. (MEMS), on behalf of Imperial Oil, has requested permission to access Town-owned property north of 629 4th Avenue for the purpose of conducting environmental site assessment work, including borehole drilling and the installation of groundwater monitoring wells; and

WHEREAS MEMS has requested lane closure on Fourth Ave during the periods of September 22 to 26, 2026 and October 20 to 22, 2026, with traffic control measures to be provided by the applicant;

THEREFORE BE IT RESOLVED THAT Council approves the request from MEMS for a partial lane closure on 4th Avenue and access to Town-owned property for the purposes of conducting borehole drilling and groundwater monitoring well installation, subject to the following conditions:

1. All required traffic control measures, signage, and public safety protections shall be installed and maintained by the applicant in accordance with applicable regulations and standards.
2. The applicant shall notify the Town prior to commencement of work.
3. Final borehole and monitoring well locations shall be reviewed with and approved by the Town prior to drilling and installation.
4. The applicant shall be responsible for any damage caused to municipal infrastructure as a result of the work.

5. Any damaged pavement, curb, boulevard, walking paths, trails, or other municipal property affected by the work shall be restored by the applicant to the satisfaction of the Town of Carberry at no cost to the Town.
6. The applicant shall repair any settlement, deterioration, or defects that may arise from the work for a period of one (1) year following completion of the restoration.
7. All costs associated with the work and restoration shall be the responsibility of the applicant.

Moved by: D. Rea **Seconded by:** S. Van Damme

Carried

f. MMA Convention

Res #245-26 BE IT RESOLVED THAT Council approve the CAO and ACAO to attend the Manitoba Municipal Administrators Fall convention in Winnipeg, September 14 to 16, 2026, with costs including registration, accommodations, mileage and meals.

Moved by: S. Van Damme **Seconded by:** W. Kalinowich

Carried

g. IT Agreement with MicroAge

- council and staff are happy with the service received from MicroAge and would like the renewal of service to automatically continue another year.

h. Tax Sale – Reserve Bid

Res #246-26 WHEREAS pursuant to section 372 of the Municipal Act a municipality may set a reserve bid in the amount of the tax arrears and costs in respect of the property.

BE IT RESOLVED THAT the Town of Carberry place a reserve bid on all properties in the amount of all arrears and costs in respect of each property.

Moved by: D. Rea **Seconded by:** L. Dobbin-Waters

Carried

9. Reports

a. *CAO Report - provided*

b. *ACAO Report - provided*

c. *Public Works Report – provided*

d. *Commissionaires Report - provided*

e. *Committee Reports*

i. Protective Services –
ii. Buildings –
iii. Waste Management –
iv. Evergreen Environmental – is considering charging for recycling.
v. Archives – as presented at Joint Meeting
vi. Arts Council/Recreation – as presented at Joint Meeting
vii. Cemetery – as presented at Joint Meeting
viii. Museum – as presented at Joint Meeting
ix. Handivan/Seniors – as presented at Joint Meeting
x. Library – as presented at Joint Meeting

xi. *Health Action – as presented at Joint Meeting. The new doctor has arrived and children are registered in our schools.*
xii. *Planning –*
xiii. *Whitemud -*
xiv. *Daycare –*
xv. *Drop-in –*
xvi. *Splash Park–*
xvii. *White House – provided. Renovations to the basement to accommodate the doctor and her family look great.*

Res #247-26 BE IT RESOLVED THAT all reports be received by Council, as provided or presented.

Moved by: W. Kalinowich **Seconded by:** L. Dobbin-Waters

Carried

10. Communications

From	Subject
L Denton	Thank you Card
Cby Small Animal Vet Clinic	10th Anniversary Invite
Neepawa Titans	Partnership Manual
Western Caucus	Agenda for September 18
AMM	Fall Convention Nov 24-26, Brandon

Res #248-26 BE IT RESOLVED THAT all correspondence be received by Council.

Moved by: S. Van Damme **Seconded by:** L. Dobbin-Waters

Carried

11. Around the Table

Councillor Van Damme
- Fall activities have started.
- Bowling group is looking for people to join.

Deputy Mayor Kalinowich
- Reported that a resident cautioned the overpass may affect businesses.
- Corner of 1st and Wellwood would be a great place for new smaller homes.
- Expressed appreciation for council and staff for their great work in the community.

Mayor Muirhead
- Encouraged the public to run for council.

12. In Camera

Res #249-26 BE IT RESOLVED THAT Council move in camera under Section 152(3)(b)(ii) and (iii) of the *Municipal Act* to discuss personnel and preliminary matters.

Moved by: S. Van Damme **Seconded by:** L. Dobbin-Waters

Carried

Res #250-26 BE IT RESOLVED THAT Council move out of in-camera and resume the regular meeting.

Moved by: W. Kalinowich **Seconded by:** S. Van Damme

Carried

Res #251-26 BE IT RESOLVED that Council approves the hiring of Chris Creighton as Director of Joint Services, start date effective September 10, 2026.

BE IT FURTHER RESOLVED that the terms and conditions of Chris Creighton's employment shall be as set forth in the Employment Agreement executed between Chris Creighton and the Town of Carberry and Municipality of North Cypress-Langford.

Moved by: D. Rea **Seconded by:** L. Dobbin-Waters

Carried

13. Adjournment

Res #252-26 BE IT RESOLVED THAT the regular meeting of council now adjourns at 8:50 PM.

Moved by: S. Van Damme **Seconded by:** L. Dobbin-Waters

Carried

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Raymond Muirhead
Mayor

Teresa McConnell
CAO