

**RURAL MUNICIPALITY OF BROKENHEAD  
DECEMBER 10, 2019 - REGULAR MEETING 7:00 PM  
MINUTES**

Members Present:	Reeve Councillor	Brad Saluk Sean Michaels Bruce Modrzejewski Luke Ingeberg Jack Kowalchuk
	Financial Officer	Michelle Ramsden, CMMA

1. Calling the meeting to Order

1.1 Resolution to call the meeting to order

401-19 MICHAELS-KOWALCHUK

**BE IT RESOLVED THAT** this meeting of Council is called to order, the time being 7:00 p.m.

*Carried*

2. Adopt Agenda/Adopt and Confirm Minutes

2.1 Resolution to adopt the agenda

402-19 MODRZEJEWSKI-INGEBERG

**BE IT RESOLVED THAT** the agenda is adopted as circulated, with the following changes:

**Additions:**

- 4.19 Transfer of Funds to Local Urban District of Tyndall-Garson Machinery and Equipment Reserve Fund
- 4.20 Transfer of Funds to Recreation and Cultural Reserve Fund
- 7.16 LiDAR Workshop
- 7.17 Neptune 2020 Hardware and Software Extended Maintenance Agreement

**Deletion:**

- 4.4 Tax Sale Reserve Bids

*Carried*

2.2 Resolution to adopt the minutes of November 12<sup>th</sup>, 2019 Regular Meeting

403-19 MICHAELS-INGEBERG

**WHEREAS** copies of the minutes of the Regular meeting of November 12<sup>th</sup>, 2019 have been circulated to each member of Council, and;

**THEREFORE BE IT RESOLVED THAT** Council waive the reading of these minutes and said minutes be adopted, as circulated.

*Carried*

2.3 Resolution to adopt the minutes of November 12<sup>th</sup>, 2019  
Committee of the Whole Meeting

404-19 KOWALCHUK-MODRZEJEWSKI

**WHEREAS** copies of the minutes of the Committee of the Whole meeting of November 12<sup>th</sup>, 2019 have been circulated to each member of Council, and;

**THEREFORE BE IT RESOLVED THAT** Council waive the reading of these minutes and said minutes be adopted, as circulated.

*Carried*

### 3. Delegations and Public Hearings

3.1 Variation V-361-19 – Pt. SW ¼ Section 9-14-7EPM

405-19 KOWALCHUK-INGEBERG

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead suspends the regular meeting of Council and opens this Variation Hearing to hear File No. V-361-19, the time being 7:03 p.m.

*Carried*

Financial Officer Michelle Ramsden read a summary of the application and report from the Brokenhead River Planning District. This variation is required as condition of approval for Subdivision File No. 4110-17-7361. The applicant spoke in favour of the variation explaining that she required the 31 acres to provide open and wooded area for her proposed apiary. An objection by John Panas was noted.

406-19 INGEBERG-MICHAELS

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead do hereby close this Variation Hearing, the time being 7:08 p.m. and return to regular meeting of Council.

*Carried*

407-19 KOWALCHUK-INGEBERG

**WHEREAS** the Rural Municipality of Brokenhead Zoning By-Law 1688, as amended; Section 5.3.4 Table VII – ‘A-80’ Rural and Agricultural Zone requires a minimum site area of 80 acres and minimum site width of 1,200 feet

**AND WHEREAS** Rachel Gendron has made application for variation to permit

a) Proposed Lot 1 having a site area of 31 acres

b) Proposed Lot 2 having a site width of 550.87 feet  
 On the premises of Pt. SW ¼ Section 9-14-7EPM – 38017 Mile 79N, and;  
**THEREFORE BE IT RESOLVED THAT** Application for Variation Order  
 No. V-361-19 for Rachel Gendron is hereby approved.

*Carried*

#### 4. Financial Reports/Payment of Accounts

##### 4.1 Approval of Accounts to December 10<sup>th</sup>, 2019

##### 408-19 INGEBERG-KOWALCHUK

**WHEREAS** the Finance Committee has reviewed and approved payment of  
 accounts listed in the invoice registers to December 10<sup>th</sup>, 2019, and;

**THEREFORE BE IT RESOLVED THAT** the following be approved for  
 payment:

<u>Payroll</u>	Cheques #20191595-20191617	\$ 35,421.77
	Cheques #20191619-20191638	\$ 23,345.84
<u>Accounts for Payment</u>		
Recreation	Cheque #20191701-20191709	\$ 2,726.54
Fire	Cheques #20191710-20191724	\$ 13,101.31
General	Cheque #20191618	\$ 3,500.00
General	Cheques #20191639-20191700	\$222,532.77
<u>Nov. Bank Statement</u>	LUD Mower Loan	\$ 2,780.46
	Western Financial Group	\$ 1,438.47
	Admin Building Loan	\$ 51,523.36
	Garson Arena Loan	\$ 14,871.12
	Sun Gro Loan	\$ 14,795.58
	S&W Loan	\$246,752.75
	Manitoba Hydro	<u>\$ 5,469.61</u>
	<b>TOTAL:</b>	<u><b>\$638,259.58</b></u>

*Carried*

##### 4.2 Council Indemnities – November and December 2019

##### 409-19 MICHAELS-KOWALCHUK

**BE IT RESOLVED THAT** the Council of the Rural Municipality of  
 Brokenhead accepts the November and December 2019 Council Indemnity  
 Sheets as presented;

**AND FURTHER THAT** Council authorizes payment of the November and  
 December 2019 council indemnities.

*Carried*

##### 4.3 Financial Statement for Period Ending November 30<sup>th</sup>, 2019

## 410-19 KOWALCHUK-INGEBERG

**WHEREAS** the Financial Statement for the period ending November 30<sup>th</sup>, 2019 has been prepared and presented to all members of Council, and;  
**THEREFORE BE IT RESOLVED THAT** Council is in agreement to accept the Financial Statement for the period ending November 30<sup>th</sup>, 2019.

*Carried*

## 4.5 Add Utility Charges to Taxes

## 411-19 MICHAELS-MODRZEJEWSKI

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead adds the following outstanding utility balances to the associated property taxes:

<u>Roll #</u>	<u>Amount</u>
9000.220	\$196.49
9000.500	\$143.72
9000.520	\$198.65
9000.640	\$145.69
9001.660	\$145.69
9001.790	\$145.69
9002.120	\$145.69
9002.500	\$147.16
9002.830	\$146.49
14800.000	\$145.69
27400.000	\$145.69
28100.000	\$373.18

*Carried*

## 4.6 2020 Interim Operating Budget

## 412-19 MODRZEJEWSKI-MICHAELS

**BE IT RESOLVED THAT** the Interim Operating Budget for the year 2020 be and is hereby adopted as follows:

General Government Services	\$1,000,000.00
Protective Services	\$ 175,000.00
Transportation Services	\$1,500,000.00
Environmental and Health Services	\$ 95,000.00
Public Health and Welfare Services	\$ 6,000.00
Environmental Development Services	\$ 30,000.00
Economic Development Services	\$ 25,000.00
Recreation and Cultural Services	\$ 75,000.00
Fiscal Services	\$ 50,000.00
Reserves	\$ 217,000.00
<b>TOTAL:</b>	<b><u>\$3,173,000.00</u></b>

*Carried*

## 4.7 2020 Line of Credit

## 413-19 MICHAELS-MODRZEJEWSKI

**WHEREAS** the Council of the Rural Municipality of Brokenhead deems it necessary to enter into arrangements with Sunova Credit Union to borrow money for operating expenses;

**AND WHEREAS** the amount collected by the Rural Municipality of Brokenhead in taxes and grants in lieu of taxes in the fiscal year ended December 31<sup>st</sup>, 2019 was greater than \$1,000,000.00;

**AND WHEREAS** it is anticipated that the Rural Municipality of Brokenhead may need to borrow up to \$1,000,000.00 from Sunova Credit Union;

**THEREFORE BE IT RESOLVED THAT** the Rural Municipality of Brokenhead do borrow from Sunova Credit Union, by way of a credit agreement, promissory note or notes otherwise, up to \$1,000,000.00, together with the interest at a rate of Prime less ½ % per annum, and;

**THAT** all taxes levied or to be levied by the Rural Municipality of Brokenhead for the present year be and are hereby pledged, hypothecated, mortgaged, transferred and assigned to Sunova Credit Union as security for said loan and interest thereon and are charged as a first charge with repayment of such loan and interest, and;

**THAT** said taxes shall be deposited forthwith on being collected, in the Sunova Credit Union to the credit of the Rural Municipality of Brokenhead in a special account, as collateral security for said advance, and;

**THAT** the Reeve and the Chief Administrative Officer are authorized to execute on behalf of the Rural Municipality of Brokenhead all documents necessary to give effect to the foregoing, and;

**THAT** all amounts so borrowed and interest will be repaid to the Sunova Credit Union within the current year.

*Carried*

## 4.8 2020 Pre-Authorized Payments

## 414-19 MODRZEJEWSKI-KOWALCHUK

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead approves Pre-Authorized Payments to be made with the municipal Visa credit card to the following suppliers for the 2020 financial year:

Bell MTS

Janico Investments Ltd.

Rogers Communications

High Speed Crow

**AND FURTHER THAT** Pre-Authorized Payments to be made by direct withdrawal from the Sunova Credit Union account to the following suppliers for the 2020 financial year:

Western Financial

Pitney Bowes Leasing

Manitoba Hydro

Pitney Works

Sunova Payroll Fees

Visa

Telpay Fees

Moneris

*Carried*

4.9           Transfer of Funds to Recreation and Culture Reserve Fund

415-19       KOWALCHUK-INGEBERG

**WHEREAS** funds have been allocated in the 2019 Financial Plan for the following entity:

                Tyndall Curling Club                 \$35,000.00

**AND WHEREAS** the projects planned for these recreation and cultural improvements have not been fully completed, and;

**THEREFORE BE IT RESOLVED THAT** up to \$27,358.20 be transferred to the Recreation and Culture Reserve Fund.

*Carried*

4.10           Transfer of Funds to Local Urban District of Tyndall-Garson  
                  Playground Reserve Fund

416-19       MICHAELS-INGEBERG

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead authorizes the transfer of up to \$30,000.00 from the 2019 Local Urban District of Tyndall-Garson Operating Surplus to the Local Urban District of Tyndall-Garson Playground Reserve.

*Carried*

4.11           Transfer of Funds to Local Urban District of Tyndall-Garson Road  
                  Maintenance Reserve Fund

417-19       KOWALCHUK-MODRZEJEWSKI

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead authorizes the transfer of up to \$80,000.00 from the 2019 Local Urban District of Tyndall-Garson Operating Surplus to the Local Urban District of Tyndall-Garson Road Maintenance Reserve Fund.

*Carried*

4.12           Transfer of Funds to Local Urban District of Tyndall-Garson  
                  Active Transportation Reserve Fund

418-19       INGEBERG-KOWALCHUK

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead authorizes the transfer of up to \$60,000.00 from the 2019 Local Urban District of Tyndall-Garson Operating Surplus to the Local Urban District of Tyndall-Garson Active Transportation Reserve.

*Carried*

4.13           Transfer of Funds to Machinery Reserve Fund

- 419-19 MICHAELS-MODRZEJEWSKI  
**WHEREAS** funds have been allocated in the 2019 Financial Plan for Machinery Repairs and Purchases, and;  
**WHEREAS** there are surplus funds between the amounts budgeted for Machinery Repairs and Purchases versus actual funds spent, and;  
**THEREFORE BE IT RESOLVED THAT** up to \$50,000.00 be transferred to the Machinery Reserve Fund.

*Carried*

4.14 Transfer of Funds to Gravel Reserve Fund

- 420-19 MODRZEJEWSKI-MICHAELS  
**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead authorizes the transfer of up to \$50,000.00 from the 2019 General Operating Surplus to the Gravel Reserve Fund.

*Carried*

4.15 Transfer of Funds to Machinery Reserve Fund

- 421-19 KOWALCHUK-INGEBERG  
**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead authorizes the transfer of up to \$50,000.00 from the 2019 General Operating Surplus to the Machinery Reserve Fund.

*Carried*

4.16 Transfer of Funds to Municipal Service Building Reserve Fund

- 422-19 INGEBERG-KOWALCHUK  
**WHEREAS** funds have been allocated in the 2019 Financial Plan for the following project:  
Recycling Upgrades \$100,000.00  
**AND WHEREAS** the project planned for 2019 has not commenced and is not completed, and;  
**WHEREAS** this project is planned to be completed in 2020, and;  
**THEREFORE BE IT RESOLVED THAT** the following transfer to reserves be completed December 31<sup>st</sup>, 2019:

Municipal Service Building Reserve \$100,000.00

*Carried*

4.17 Transfer of Funds to Brokenhead River Recreation Commission Reserve

- 423-19 MICHAELS-INGEBERG  
**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead authorizes the transfer of up to \$15,000.00 from the 2019

Brokenhead River Recreation Commission Operating Surplus to the  
Brokenhead River Recreation Commission Reserve By-Law 2209-19.

*Carried*

424-19 MICHAELS-KOWALCHUK

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead authorizes the transfer of up to \$100,000.00 from the 2019 Operating Surplus to the Fire Truck Reserve Fund.

*Carried*

4.18 Transfer of Funds to Utility Reserve Fund

425-19 MODRZEJEWSKI-MICHAELS

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead authorizes the transfer of up to \$150,000.00 from the 2019 Utility Operating Surplus to the Utility Reserve Fund.

*Carried*

4.19 Transfer of Funds to Local Urban District of Tyndall-Garson  
Machinery and Equipment Reserve Fund

426-19 KOWALCHUK-MICHAELS

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead authorizes the transfer of up to \$20,000.00 from the 2019 Local Urban District of Tyndall-Garson Operating Surplus to the Local Urban District of Tyndall-Garson Machinery and Equipment Reserve Fund.

*Carried*

4.20 Transfer of Funds to Recreation and Culture Reserve Fund

427-19 KOWALCHUK-MICHAELS

**WHEREAS** funds have been received from RTK Holdings Ltd. and 3848389 Manitoba Ltd. in lieu of public reserve land for subdivision #4110-14-7135 in the amount of \$11,880.00, and;

**THEREFORE BE IT RESOLVED THAT** \$11,880.00 be transferred to the Recreation and Culture Reserve Fund.

*Carried*

## 5. By-Laws

5.1 By-Law No. 2208-19 – Open Public Drain – 1<sup>st</sup> Reading

428-19 INGERBERG-MICHAELS

**BE IT RESOLVED THAT** Council gives first reading to By-Law No. 2208-19, being a by-law of the Rural Municipality of Brokenhead to open a public drain in the NE ¼ Section 11-13-6EPM.

*Carried*

5.2 By-Law No. 2209-19 – Brokenhead River Recreation Commission Reserve – 1<sup>st</sup> Reading

429-19 MICHAELS-MODRZEJEWSKI

**BE IT RESOLVED THAT** Council gives first reading to By-Law No. 2209-19, being a by-law of the Rural Municipality of Brokenhead to establish a reserve fund for the Brokenhead River Recreation Commission for programming and equipment for recreational activities.

*Carried*

## 6. Unfinished Business

6.1 Conditional Use C-72-19 – Lot 7, Block 3, Plan 37263 in NE ¼ Section 32-12-8EPM

430-19 MICHAELS-INGERBERG

**WHEREAS** Conditional Use C-72-19 is an application for a home business to permit the operation of a dog kennel/boarding facility as well as an on-site training facility to Jodi Ruta of 244 Zielke Drive, and;

**WHEREAS** the public hearing was held November 12<sup>th</sup>, 2019 and was closed, and;

**THEREFORE BE IT RESOLVED THAT** the Conditional Use C-72-19 be approved with the following conditions:

1. All dogs will remain upon the applicant's property and be secured and restrained at all times or in a fenced-in area.
2. No business signage will be permitted on the premises.
3. That the applicant will be the only employee.
4. The applicant must maintain records for each dog outlining the vaccination records and other medical information on the condition of each dog.
5. The applicant must provide a site plan of the property showing the kennel area and accommodations for 5 parked vehicles within the property.
6. Fencing must comply with municipal building codes.
7. The applicant must maintain an annual kennel permit in accordance with the current dog by-law and any changes thereafter.
8. Any animal waste will be disposed of correctly and in a timely manner.

9. Constant noises such as barking or howling will not be tolerated as to maintain the peace and tranquility for surrounding citizens.
10. That the designate Animal Control Officers for the Rural Municipality of Brokenhead has the authority to at any time attend the property to inspect the facilities, check compliance with the number of dogs and for any concerns of the neighbouring citizens.
11. That all costs associated with the enforcement of this conditional use order to be found in non-compliance shall be borne solely by the property owner.
12. That this Conditional Use is valid for a period of two years from the date of issuance. It will be the applicant's responsibility to re-apply before the Conditional Use expires and allow for enough time to duly process a new application.
13. Operation of training facility will be limited to two days per week from the hours of 5:00 p.m. until 9:00 p.m.
14. That any dog that is classified as dangerous shall not be allowed on the property.

*Carried*

## 7. New Business

### 7.1 Land Lease Policy GEN-117

#### 431-19 INGERBERG-KOWALCHUK

**BE IT RESOLVED THAT** Council of the Rural Municipality of Brokenhead adopts the following policy: GEN-117, Land Lease Policy, and;

**FURTHER THAT** this policy shall be incorporated into the Rural Municipality of Brokenhead policy manual.

*Carried*

### 7.2 Brokenhead River Planning District Operations

#### 432-19 MODRZEJEWSKI-INGERBERG

**WHEREAS** the Brokenhead River Planning District has changed the job descriptions of their employees, and;

**WHEREAS** it has been requested by the Board that the Chief Administrative Officer of the Rural Municipality of Brokenhead be responsible for the overall management of the daily operations of the Planning District, and;

**THEREFORE BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead accepts that the Chief Administrative Officer will be responsible for the daily management of the Brokenhead River Planning District, and;

**FURTHER BE IT RESOLVED THAT** it be added to the job description for the Chief Administrative Officer.

*Carried*

## 7.3 Public Works Foreman

433-19 KOWALCHUK-MODRZEJEWSKI

**WHEREAS** Brent Paseska accepted the position of Foreman on May 15<sup>th</sup>, 2019, and;

**WHEREAS** there was a six month probationary requirement, and;

**WHEREAS** a performance evaluation was completed with positive results, and;

**THEREFORE BE IT RESOLVED THAT** Brent Paseska will be removed from probation and will hold a full-time position as Foreman.

*Carried*

## 7.4 Class II Operator

434-19 KOWALCHUK-INGEBERG

**WHEREAS** Terrance Budge was hired May 6<sup>th</sup>, 2019 as a Class II Operator on probation, and;

**WHEREAS** a performance evaluation was completed with positive results, and;

**THEREFORE BE IT RESOLVED THAT** Terrance Budge has passed his probationary period and will now be classified as a Class I Operator.

*Carried*

## 7.5 Designation of Tax Sale Year

435-19 MODRZEJEWSKI-MICHAELS

**WHEREAS** Section 365(2) of *The Municipal Act* provides that Council may in any year designate the immediately preceding year, or any earlier year, as the year for which properties, the taxes in respect of which are in arrears for the year, must be offered for sale by auction to recover the tax arrears and costs;

**BE IT RESOLVED THAT** the Designated Year for which properties in arrears be offered for sale by auction, be 2018.

*Carried*

## 7.6 Letter of Credit – Subdivision File No. 4110-18-7398

436-19 MICHAELS-KOWALCHUK

**WHEREAS** Sharobeem Pharmaceutical (2016) Inc. has entered into a Development Agreement with the Rural Municipality of Brokenhead, and;

**WHEREAS** the development has been deemed as substantially complete by the municipal engineers, and;

**THEREFORE BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead is in agreement to downgrade the letter of credit to \$10,000.00 throughout the warranty period ending September 23<sup>rd</sup>, 2021.

*Carried*

## 7.7 Renewal of Dog Kennel License – 68133 Road 40E

## 437-19 KOWALCHUK-INGEBERG

**WHEREAS** the Council of the Rural Municipality of Brokenhead granted Carla Matsalla of 68133 Road 40E a Dog Kennel License on July 23<sup>rd</sup>, 2019 for having more than two dogs personally, and;

**WHEREAS** Rural Animal Management Services has had no dog complaints at this address since the Dog Kennel License was obtained, and;

**WHEREAS** the applicant has contacted the Municipality for renewal of her Dog Kennel License, and;

**THEREFORE BE IT RESOLVED THAT** the Rural Municipality of Brokenhead renews the Dog Kennel License in the name of Carla Matsalla of 68133 Road 40E with the following conditions:

1. That all by-laws of the Rural Municipality of Brokenhead are adhered to at all times.
2. That the Dog Kennel License must be approved by resolution prior to December 31<sup>st</sup> of each year.
3. That no more than 4 dogs shall have permanent residence on the property at any time.
4. That the designate Animal Control Officers for the Rural Municipality of Brokenhead has the authority to at any time attend the property to inspect the facilities, check compliance with the number of dogs and for any concerns of the neighbouring citizens.

*Carried*

## 7.8 Renewal of Dog Kennel License – 43053 Mile 82N

## 438-19 MODRZEJEWSKI-MICHAELS

**WHEREAS** the Council of the Rural Municipality of Brokenhead granted Darlene Gustafson of 43053 Mile 82N a Dog Kennel License on September 10<sup>th</sup>, 2019 for having a home-based commercial kennel, and;

**WHEREAS** Rural Animal Management Services has had no dog complaints at this address since the Dog Kennel License was originally obtained May 12<sup>th</sup>, 2015, and;

**WHEREAS** the applicant has contacted the Municipality for renewal of her Dog Kennel License, and;

**THEREFORE BE IT RESOLVED THAT** the Rural Municipality of Brokenhead renews the Dog Kennel License in the name of Darlene Gustafson of 43053 Mile 82N with the following conditions:

1. That no more than 4 dogs shall have permanent residence on the property at any time.
2. That no more than 7 commercial kennels be provided for the use of guest dogs with a maximum of one dog per kennel.
3. That all by-laws of the Rural Municipality of Brokenhead are adhered to at all times.

4. That the Dog Kennel License must be approved by resolution prior to December 31<sup>st</sup> of each year.
5. That the designate Animal Control Officers for the Rural Municipality of Brokenhead has the authority to at any time attend the property to inspect the facilities, check compliance with the number of dogs and for any concerns of the neighbouring citizens.

*Carried*

7.9           Renewal of Dog Kennel License – 42 Main Street

439-19    INGEBERG-MICHAELS

**WHEREAS** the Council of the Rural Municipality of Brokenhead granted Alix Reykdal of 42 Main Street a Dog Kennel License on August 13<sup>th</sup>, 2019 for having more than two dogs personally, and;

**WHEREAS** Rural Animal Management Services has had no dog complaints at this address since the Dog Kennel License was obtained, and;

**WHEREAS** the applicant has contacted the Municipality for renewal of her Dog Kennel License, and;

**THEREFORE BE IT RESOLVED THAT** the Rural Municipality of Brokenhead renews the Dog Kennel License in the name of Alix Reykdal of 42 Main Street with the following conditions:

1. That all dogs must be licensed and current dog tags are obtained.
2. That all by-laws of the Rural Municipality of Brokenhead are adhered to at all times.
3. That the Dog Kennel License must be approved by resolution prior to December 31<sup>st</sup> of each year.
4. That no more than 4 dogs shall have permanent residence on the property at any time
5. That the designate Animal Control Officers for the Rural Municipality of Brokenhead has the authority to at any time attend the property to inspect the facilities, check compliance with the number of dogs and for any concerns of the neighbouring citizens.

*Carried*

7.10           Renewal of Dog Kennel License – 68041 Road 44E

440-19    KOWALCHUK-INGEBERG

**WHEREAS** the Council of the Rural Municipality of Brokenhead granted Jack & Bonnie Lahosky of 68041 Road 44E a Dog Kennel License on August 27<sup>th</sup>, 2019 for having a home-based dog rescue and retraining operation, and;

**WHEREAS** Rural Animal Management Services has had no dog complaints at this address since the Dog Kennel License was originally obtained, and;

**WHEREAS** the applicant has contacted the Municipality for renewal of their Dog Kennel License, and;

**THEREFORE BE IT RESOLVED THAT** the Rural Municipality of Brokenhead renews the Dog Kennel License in the name of Jack & Bonnie Lahosky of 68041 Road 44E with the following conditions:

1. That no more than 10 dogs over the age of 6 months shall be on the property at any given time.
2. That the landowner maintains a proper containment facility for all dogs, preventing dogs from running at large.
3. That all by-laws of the Rural Municipality of Brokenhead are adhered to at all times.
4. That the Dog Kennel License must be approved by resolution prior to December 31<sup>st</sup> of each year.
5. That the designate Animal Control Officers for the Rural Municipality of Brokenhead has the authority to at any time attend the property to inspect the facilities, check compliance with the number of dogs and for any concerns of the neighbouring citizens.

*Carried*

7.11          Renewal of Dog Kennel License – 244 Zielke Drive

441-19      KOWALCHUK-MICHAELS

**WHEREAS** the Council of the Rural Municipality of Brokenhead granted Jodi Ruta of 244 Zielke Drive a Dog Kennel License on October 8<sup>th</sup>, 2019 for having a home-based commercial kennel, and;

**WHEREAS** Rural Animal Management Services has had no dog complaints at this address since the the property owners moved to the Municipality, and;

**WHEREAS** the applicant has contacted the Municipality for renewal of her Dog Kennel License, and;

**THEREFORE BE IT RESOLVED THAT** the Rural Municipality of Brokenhead renews the Dog Kennel License in the name of Jodi Ruta of 244 Zielke Drive with the following conditions:

1. That the property owners have no more than 3 dogs owned and 3 dogs boarded at any one time, and further that no more than 5 dogs accompanied by handlers during training sessions.
2. That the landowner maintains a proper containment facility for all dogs, so that the dogs cannot run at large.
3. That no signage shall be erected on the property indicating the use.
4. That all by-laws of the Rural Municipality of Brokenhead are adhered to at all times.
5. That the Dog Kennel License must be approved by resolution prior to December 31<sup>st</sup> of each year.
6. That the designate Animal Control Officers for the Rural Municipality of Brokenhead has the authority to at any time attend the property to inspect the facilities, check compliance with the number of dogs and for any concerns of the neighbouring citizens.

*Carried*

7.12 Application for New Dog Kennel License – 40 Oakes Avenue, Tyndall

442-19 KOWALCHUK-MICHAELS

**WHEREAS** a request for a Dog Kennel License has been made by Derek Hannon, owner of 40 Oakes Avenue in Tyndall to house his personal dogs, and;

**WHEREAS** any residence in the Local Urban District of Tyndall-Garson with more than two dogs must obtain a Dog Kennel License, and;

**WHEREAS** the applicant will have 3 dogs at the residence which is fenced in and has a contained kennel in the basement, and;

**THEREFORE BE IT RESOLVED THAT** the Rural Municipality of Brokenhead issues a Dog Kennel License to Derek Hannon of 40 Oakes Avenue in Tyndall with the following conditions:

1. That dog tags be purchased for each dog in the care of the applicant.
2. That all by-laws of the Rural Municipality of Brokenhead are adhered to at all times.
3. That the Dog Kennel License must be approved by resolution prior to December 31<sup>st</sup> of each year.
4. That no more than 3 dogs shall have permanent residence on the property at any time.
5. That the designate Animal Control Officers for the Rural Municipality of Brokenhead has the authority to at any time attend the property to inspect the facilities, check compliance with the number of dogs and for any concerns of the neighbouring citizens.

*Carried*

7.13 Rural Municipality of St. Clements – Mutual Aid Memorandum of Understanding

443-19 MICHAELS-MODRZEJEWSKI

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead authorizes the Reeve and Chief Administrative Officer to sign and execute a Mutual Aid Memorandum of Understanding with the Rural Municipality of St. Clements.

*Carried*

7.14 Appointment of Building Inspector, Fire Inspector and Municipal Emergency Coordinator

444-19 INGERBERG-KOWALCHUK

**WHEREAS** Mike Tomasson has been hired by the Brokenhead River Planning District, and;

**WHEREAS** he has been appointed as the Building Inspector, Fire Inspector, and Municipal Emergency Coordinator, and;

**THEREFORE BE IT RESOLVED THAT** the Rural Municipality of Brokenhead appoints Mike Tomasson as a Designated Officer to these positions.

*Carried*

7.15 Request for Quotes – Cleaning Services Contract

445-19 MICHAELS-KOWALCHUK

**WHEREAS** the Rural Municipality of Brokenhead issued a Request for Quotes for a contractor to provide regular cleaning services for the Administrative and Public Works Buildings, and;

**WHEREAS** the RFQ was sent to 9 contractors, posted in The Clipper Weekly, MERX and on the municipal website with a closing date of December 5<sup>th</sup>, 2019, and;

**WHEREAS** one contractor provided a quoted monthly price to remain fixed for the duration of the 3 year contract commencing January 2020 as follows:

Contractor	Monthly Cost	Total Annual Cost
Janet Tremorin & Chris Keith	\$1,500.00	\$18,000.00

**THEREFORE BE IT RESOLVED THAT** the Rural Municipality of Brokenhead awards the Cleaning Services Contract to Janet Tremorin and Chris Keith in accordance with RFQ 2019-11 for an annual cost of \$18,000.00.

*Carried*

7.16 LiDAR Workshop

446-19 INGERBERG-MODRZEJEWSKI

**WHEREAS** a free LiDAR workshop hosted by Red River Basin Commission will be held December 12<sup>th</sup>, 2019 in Portage la Prairie, and;

**THEREFORE BE IT RESOLVED THAT** Councillor Bruce Modrzejewski and Public Works Project Manager Doug Murray be authorized to attend.

*Carried*

7.17 Neptune 2020 Hardware and Software Extended Maintenance Agreement

447-19 MODRZEJEWSKI-INGERBERG

**WHEREAS** the Local Urban District of Tyndall-Garson uses the Neptune Water Meter Reading System, and;

**WHEREAS** accuracy and efficiency are integral parts of operation, and;

**THEREFORE BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead purchases the extended Hardware Maintenance Package from Neptune Technology Group (Canada) Ltd. at a cost of \$4,680.00 plus applicable taxes.

*Carried*

## 8. Correspondence/Reports

- 8.1 Beausejour Brokenhead Fire Committee – Minutes of August 28<sup>th</sup>, 2019 Meeting
- 8.2 Clinical Teaching Unit – Primary Care Centre – Progress Report
- 8.3 Eastman Regional Municipal Lobby Committee – Minutes of October 21<sup>st</sup>, 2019 Meeting
- 8.4 Local Urban District of Tyndall-Garson Committee – Minutes of October 21<sup>st</sup>, 2019 Meeting
- 8.5 Ombudsman Office – Manitoba OmbudsNews Newsletter 2019-3
- 8.6 Brokenhead River Community Foundation – Thank You for Donation
- 8.7 Sunrise School Division – Invitation to Budget Consultation
- 8.8 Beausejour Handivan Inc. – Minutes of October 28<sup>th</sup>, 2019 Meeting
- 8.9 St. John Ambulance – Introduction to SJA Connect Program
- 8.10 David L. Bowles – Private Member's Bill to Help Veterans
- 8.11 Clinical Teaching Unit Task Force – Minutes of September 5<sup>th</sup>, 2019 Meeting
- 8.12 Broken-Beau Historical Society – Minutes of November 7<sup>th</sup>, 2019 Meeting
- 8.13 Association of Community Living Beausejour Branch Inc. – Minutes of November 7<sup>th</sup>, 2019 Meeting

448-19 KOWALCHUK-INGEBERG

**BE IT RESOLVED THAT** the Council of the Rural Municipality of Brokenhead accepts all Minutes, Miscellaneous Correspondence and Reports as presented.

*Carried*

## 9. In Camera

Nil

10. Adjournment

10.1 Resolution to adjourn the meeting and schedule the next meeting

449-19 INGBERG-MODRZEJEWSKI

**BE IT RESOLVED THAT** this regular meeting of Council does now adjourn the time being 8:40 p.m., to meet again on January 14<sup>th</sup>, 2020 at 7:00 p.m.

*Carried*

*Brad Saluk*

Reeve

*Michelle Ramsden*

Finance Officer