

June 19, 2017

A meeting of the Committee of the L.U.D. of Warren was held at the Town Office on Monday, June 19, 2017 at 6:30 p.m. with the following present: Chairperson M. Scott, Committee members R. Walker and R. Murray, Councillor G. Jones and recording Secretary L. Brown.

With a quorum present, M. Scott called the meeting to order at 6:30 p.m.

R. Walker – R. Murray

THAT the agenda for the meeting be approved as presented.

For 4,
Carried

R. Murray– R. Walker

THAT the minutes of the previous meeting of June 5, 2017 be revised and deferred until the next Committee of the L.U.D. of Warren meeting on July 17, 2017.

For 4,
Carried

Correspondence was received and reviewed from the following:

- R.M. of Woodlands – Regular Council Minutes – June 13, 2017
- Operating Engineers of Manitoba Local 987 Collective Agreement 525/16
- Local Urban District of Warren Rules and Procedures.

Committee Delegates Reports:

CDC Delegate Report:

- Next scheduled meeting is Wednesday June 21, 2017.
- Nothing to report

Waste Management Committee Delegate Report:

- Meeting for the Argyle Landfill Closure was held recently. An application to be written by the end of August and the landfill is scheduled to be closed by the end of this year.
- Woodlands Landfill is in the beginning stages of an electronics recycling program
- All commercial waste is now going to the Portage la Prairie, MB Landfill

Committee of the Whole Report:

- Business park lots have street addresses. Committee of the Whole is looking into this.
- Asked Council for a letter regarding what grass cutting and maintenance is required and who is responsible.
- Asked Council for a letter to the Committee of the L.U.D. of Warren requesting an extension on the Woodlands/Rosser Recreation Director staying in the L.U.D. of Warren Office space.

Accessibility Plan Committee:

- Everything for Phase 1 is complete. Accessibility Committee is now done until 2018 when Phase 2 of the Accessibility Plan is implemented.

Issues being dealt with

- L. Brown will follow up with Jessica of JME to find out the progress of the Engineer Plan on Poplarwood.
- L. Brown will ask PWF to clarify as to the progress on the concerns surrounding the culvert on Tait Place.
- L. Brown will contact K. Kimball regarding the use of the L.U.D. of Warren space. She will remind her that the original timeline is coming to an end and that a request to extend her stay is requested.
- It is uncertain whether the utility trailer that has been used in the past was R. Henry's as the R.M. of Woodlands has been paying the registration for it and an invoice was found for the original purchase. L. Brown will get new quotes for utility trailers. Defer discussion until next meeting when R. Henry is in attendance.
- There was a delegation at the Committee of the Whole meeting June 6, 2017 to discuss options for the South Drain. There is no update.
- L. Brown submitted a Grant proposal application to Community Futures West Interlake for sidewalk project in Warren. Up to \$10,000.00 is available for projects that improve the community, attract visitors and new residents and provide jobs in the community.
- L. Brown will request J. Brown to start ordering a box of coffee for the LUD Shop once a month.
- Public Works Foreman Report from June 5, 2017 was re-addressed due to quorum being lost.
 - Recommended that parking curbs not be installed along MacDonald as proposed and, instead install signs "No Parking over White Lines" on poles down MacDonald. Currently, anyone parking across the white line on MacDonald is having a flyer left on the windshield informing them of where they need to park. There have been few violators.
 - Recommended that for the sidewalk replacement/repair on MacDonald up to the High School the ditch slope be addressed and shoulders be added to the sidewalk to widen the sidewalk instead of installing a new sidewalk. The existing sidewalk is in decent shape currently and only needs to be widened for accessibility.
 - Recommended that a swale be created between the Warren Hall and the LUD Shop to address standing water concerns. K. Gratton will get a quote. G. Jones pointed out that there is an existing swale but it isn't deep enough. If it is made deeper it is suggested that signs be set up marking the swale.
 - 335 Collegiate – Water main break on property will be fixed in a couple of weeks. A survey will be required soon to address drainage along Collegiate.

Moved by: R. Walker
 Seconded by: R. Murry

WHEREAS 10 yards of top soil are required for the 2017 summer season at the LUD Shop;
 THEREFORE BE IT RESOLVED THAT K. Gratton be authorized to purchase 10 yards of top soil at \$27.00 per yard.

4 For
 Carried

Personnel Issues from June 5, 2017

- As per RM of Woodlands Policy, concerns will only be addressed if received in writing or in person.
- All further requests for the LUD Operators are to follow the following chain of command:
 - Concerns/requests brought to the LUD of Warren Committee
 - The LUD of Warren Committee makes a request or addresses concerns to the Finance Manager or the Public Works Foreman.
- The Finance Manager will take any requests or concerns to the Public Works Foreman
- Only the Public Works Foreman will discuss such matters with the LUD Operators.

Elevator Concerns

A letter from the LUD of Warren Committee was presented to Council. Condition and future of the elevator are still being discussed. Council appreciated the letter. L. Brown will discuss structure and safety with Building Inspector.

Delegation

C. Tristram attended the Committee of the L.U.D. of Warren meeting at 7:00 p.m. until 7:20 p.m. to discuss matters concerning conduct at the L.U.D. of Warren Shop.

In Camera

Moved by: G. Jones
 Seconded by: R. Murray

BE IT RESOLVED THAT the Committee of the L.U.D. of Warren close the meeting to the public to meet as a committee to discuss personnel matters; and

FURTHER BE IT RESOLVED THAT any matters discussed while in camera be held confidential until such time as discussed in Open Committee of the L.U.D. of Warren.

Carried
 4 For

Out of Camera

WHEREAS subsection 152(4) of “The Municipal Act” provides for the Committee of the L.U.D. of Warren to only pass a resolution to re-open a closed meeting to the public;

THEREFORE BE IT RESOLVED THAT the Committee of the L.U.D. of Warren re-open the meeting to the public.

Carried
4 For

New Business

- L. Brown will send a copy of the Employee Code of Conduct, Employee By-law and Indemnity analysis to all LUD of Warren Committee members.
- It was determined that there is value in having an LUD of Warren Committee member attend all Committee of the Whole meetings.
- R. Murray asked that he receive the COTW meeting minutes going forward.
- Jeffrey’s Environmental has asked that the L.U.D. of Warren maintain the ditches in front of their business property as the hoe every spring digs up the ditch and leaves debris that causes damage to their mowing equipment. L. Brown will contact E. Jeffrey’s to inform her that we will get the ditch to a maintainable condition but they are responsible for the ongoing maintenance of boulevards and ditches adjacent to their property.

M. Scott - Chair

THAT we do now adjourn at 8:56 p.m. to meet again Monday, July 17, 2017 at 6:30 p.m.

Chairperson
M. Scott

Recording Secretary
L. Brown