

**RURAL MUNICIPALITY OF WOODLANDS  
COUNCIL MINUTES**

The regular meeting of Council of the Rural Municipality of Woodlands was held in the Municipal Office on Tuesday, March 27, 2012 at 4:30 p.m. D.S.T. with Deputy Reeve Trevor King in the chair, and the following Councillors present: Ila Buchanan, Carl Fleury, Doug Oliver and Garry Peltz.

Also present: Lynn Kauppila, Chief Administrative Officer, as recording secretary.

Reeve Don Walsh was absent with reason.  
Councillor Gavin Jones was absent with reason.  
Councillor Doug Oliver arrived at 4:40 p.m. with reason.

**CALLED TO ORDER**

With a quorum present, Deputy Reeve King called the meeting to order at 4:33 p.m.

**ADOPTION OF AGENDA**

Adopt Agenda      Resolution No. 149/12  
Buchanan-Fleury

BE IT RESOLVED THAT Council of the Rural Municipality of Woodlands adopt the agenda for the regular meeting of March 27, 2012 with the addition of the following:

Finance:

Audited draft 2010 Financial Statements (res)  
Electronic payroll (res)  
Anthony J. Reid, Chartered Accountant Inc. – Appointment of Auditor (res)

Personnel:

AMM – Fund for FCM Conference

Transportation:

Toromont Cat – Amendment to Quotation 139570-01 (res)

Sewer & Water Utilities:

Jeffery's – Pump out septic tanks (res).

Carried  
3 Absent  
4 For

**READING AND CONFIRMATION OF MINUTES**

Amend Minutes      Resolution No. 150/12  
Fleury-Peltz

BE IT RESOLVED THAT the Council of the Rural Municipality of Woodlands amend the minutes of March 13, 2012 by inserting "Reeve Walsh left the meeting" after Resolution No. 145/12 and inserting "Reeve Walsh returned to the meeting" after Resolution No. 146/12.

Carried  
3 Absent  
4 For

Adopt Minutes      Resolution No. 151/12  
Peltz-Buchanan

BE IT RESOLVED THAT the Council of the Rural Municipality of Woodlands adopt the minutes of the regular meeting held on March 13, 2012, as amended.

Carried  
3 Absent



<u>Reserve Name</u>	<u>Amount</u>	<u>Particulars</u>
Machinery Replacement Reserve	\$30,000.00	2011 Surplus from operations
Fire Reserve	\$ 5,000.00	2011 Surplus from operations
Municipal Building Reserve	\$40,000.00	2011 Surplus from operations
Recreation Reserve	\$ 5,000.00	2011 Surplus from operations.

Carried  
2 Absent  
5 For

Resolution No. 157/12

2010 Financial  
Statement  
Representation  
Letter & Statement  
of Responsibility

Oliver-Peltz

WHEREAS the draft audited 2010 Financial Statement has been received; and

WHEREAS the Council of the Rural Municipality of Woodlands approves the draft audited 2010 Financial Statement prepared by Anthony J. Reid Chartered Accountant Inc.;

THEREFORE BE IT RESOLVED THAT the Council of the Rural Municipality of Woodlands authorizes the Reeve and Chief Administrative Officer to sign the Representation Letter and the Chief Administrative Officer to sign the Statement of Responsibility.

Carried  
2 Absent  
5 For

Resolution No. 158/12

Employee Payroll  
To Be Deposited  
Electronically

Fleury-Oliver

WHEREAS the employees of the Rural Municipality of Woodlands have expressed interest in payroll being deposited electronically to their banking institution;

THEREFORE BE IT RESOLVED THAT the Council of the Rural Municipality of Woodlands approves employee payroll to be deposited electronically; and

FURTHER BE IT RESOLVED THAT the Council of the Rural Municipality of Woodlands authorizes the necessary documentation to be completed to obtain this service.

Carried  
2 Absent  
5 For

Resolution No. 159/12

Appoint Auditor

Buchanan-Peltz

WHEREAS Section 184 of “The Municipal Act” requires the appointment of an auditor each year;

THEREFORE BE IT RESOLVED THAT Council of the Rural Municipality of Woodlands appoint Anthony J. Reid, Chartered Accountant Inc. as the 2012 auditor for the Rural Municipality of Woodlands.

Carried  
2 Absent  
5 For

**GENERAL**

Resolution No. 160/12

CAO Report

Peltz-Oliver

BE IT RESOLVED THAT the Chief Administrative Officer Report dated March 27, 2012 be received by Council of the Rural Municipality of Woodlands as information.

Carried  
2 Absent

## COUNCIL MINUTES

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MARCH 27, 2012

Resolution No. 161/12

Agreement 367/12 Buchanan-Peltz

D. John Sawatzky WHEREAS "The Municipal Act", subsection 250(2)(d) provides that a Municipality  
Land Lease may enter into agreements with a person;  
SE 34-13-3W

THEREFORE BE IT RESOLVED THAT the Rural Municipality of Woodlands enter into an agreement with D. John Sawatzky as per the terms set out in Agreement 367/12, for the lease of 59.44 acres in the SE ¼ of 34-13-3W; and

FURTHER BE IT RESOLVED THAT the Reeve and Chief Administrative Officer be authorized to execute the agreement.

Carried  
2 Absent  
3 For  
2 Against

Resolution No. 162/12

Agreement 366/12 Peltz-Buchanan

Rodney Brad WHEREAS "The Municipal Act", subsection 250(2)(d) provides that a Municipality  
Land Lease may enter into agreements with a person;  
NW 20-14-2W

THEREFORE BE IT RESOLVED THAT the Rural Municipality of Woodlands enter into an agreement with Rodney Scott Brad as per the terms set out in Agreement 366/12, for the lease of 30.3 acres in the NW ¼ of 20-14-2W; and

FURTHER BE IT RESOLVED THAT the Reeve and Chief Administrative Officer be authorized to execute the agreement.

Carried  
2 Absent  
3 For  
2 Against

Resolution No. 163/12

Agreement 369/12 Fleury-Buchanan

Barry Oliver WHEREAS "The Municipal Act", subsection 250(2)(d) provides that a Municipality  
Land Lease may enter into agreements with a person;  
SW 35-15-3W

THEREFORE BE IT RESOLVED THAT the Rural Municipality of Woodlands enter into an agreement with Barry Oliver as per the terms set out in Agreement 369/12, for the lease of 79.98 acres in the SW ¼ of 35-15-3W; and

FURTHER BE IT RESOLVED THAT the Reeve and Chief Administrative Officer be authorized to execute the agreement.

Carried  
2 Absent  
3 For  
1 Against  
1 Abstained  
Doug Oliver

Resolution No. 164/12

Agreement 368/12 Oliver-Peltz

Ted Smith WHEREAS "The Municipal Act", subsection 250(2)(d) provides that a Municipality  
Land Lease may enter into agreements with a person;  
NE 22-15-3W

THEREFORE BE IT RESOLVED THAT the Rural Municipality of Woodlands enter into an agreement with Ted Smith as per the terms set out in Agreement 368/12, for the lease of 16.1 acres in the NE ¼ of 22-15-3W; and

FURTHER BE IT RESOLVED THAT the Reeve and Chief Administrative Officer be authorized to execute the agreement.

Carried

2 Absent  
3 For  
2 Against

COUNCIL MINUTES

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MARCH 27, 2012

MMAA  
Workshop

Resolution No. 165/12

Peltz-Buchanan

WHEREAS the Manitoba Municipal Administrators' Association is sponsoring The Little Town That Could, "Shining the Media Spotlight on your Community" Workshop on Friday, June 8, 2012 at the Clarion Hotel in Winnipeg;

THEREFORE BE IT RESOLVED THAT Council of the Rural Municipality of Woodlands authorizes the Chief Administrative Officer, Administrative Assistant and Economic Development Officer to attend this workshop at a cost of \$199.00 for each member and \$249.00 for each non-member.

Carried  
2 Absent  
5 For

Records  
Destruction

Resolution No. 166/12

Oliver-Fleury

WHEREAS "The Municipal Act" provides under Regulation No. 53/97 for the Retention and Disposition of Municipal Records; and

WHEREAS the Council of the Rural Municipality of Woodlands wishes to approve of the destruction of certain municipal records;

THEREFORE BE IT RESOLVED THAT the following records be destroyed by shredding:

Category 1. COUNCIL  
Resolutions

2009, 2010

Category 2. HUMAN RESOURCES  
Payroll administration – T4's

2004, 2005

Category 3. ADMINISTRATION  
Insurance records – policies  
Tax Certificates

2005, 2009, 2010  
2005

Category 4. FINANCIAL MANAGEMENT

Accounts receivables

2005

Ledgers – Batch Receipt Reports

2001

Invoices, voucher & adjustment reports, cheque posting, cheque stubs

2005

Meter Readings

1999-2005

Category 14. ASSESSMENT AND TAXATION

Assessment rolls – Preliminary rolls

2009, 2010

Additions and cancellations to rolls

2009

Change of addresses

2009.

Carried  
2 Absent  
5 For

Increase KM Rate  
For Bldg. Insp.

Resolution No. 167/12

Fleury-Peltz

WHEREAS Council of the Rural Municipality of Woodlands entered into an agreement with the Rural Municipality of Cartier for the hiring of a Building Inspector and to provide building inspection services to the Rural Municipality of Woodlands;

THEREFORE BE IT RESOLVED THAT Council of the Rural Municipality of Woodlands authorizes the kilometre rate be increased from \$0.40 to \$0.45 for any

inspections completed for the Rural Municipality of Woodlands.

Carried  
2 Absent  
5 For

COUNCIL MINUTES

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MARCH 27, 2012

Resolution No. 168/12

Purchase 2012  
Cat Grader

Buchanan-Fleury

BE IT RESOLVED THAT the Council of the Rural Municipality of Woodlands authorizes the purchase of a 2012 Caterpillar 160M2 AWD Motor Grader as per the specifications in Quote No. 1395790-01 of February 11, 2012 and amended quote dated March 26, 2012 from Toromont Cat which includes tire tax and removal of the cost of Caterpillar Wing for a total cost of \$290,160.00, with the trade in of the 2006 Caterpillar 163H grader for an amount of \$161,100.00, with the net amount of \$129,060.00, plus taxes; and

FURTHER BE IT RESOLVED THAT this expenditure be borne by the Machinery Replacement Reserve, subject to this capital expenditure being approved in the 2012 Budget.

Carried  
2 Absent  
5 For

Resolution No. 169/12

Purchase  
Postless Wing

Peltz-Oliver

BE IT RESOLVED THAT the Council of the Rural Municipality of Woodlands authorizes the purchase of a new Capital I postless wing, 3 functions as per Quote No. 1895 dated March 19, 2012 from Capital I Industries in the amount of \$19,300.00 that includes freight and installation, plus taxes; and

FURTHER BE IT RESOLVED THAT this expenditure be borne by the Machinery Replacement Reserve, subject to this capital expenditure being approved in the 2012 Budget.

Carried  
2 Absent  
5 For

Resolution No. 170/12

MTS Municipal  
Rights-of-Way  
Application  
9087201-AMM

Oliver-Fleury

WHEREAS the R.M. of Woodlands is in receipt of a Municipal Rights-of-Way Application Form from MTS; and

WHEREAS MTS has requested to bury 100 pair cable and fiber optic cable on two meter line of southern boundary of William Avenue from the corner of Hanlan Street to Coolidge Street using directional pusher and place a PED vault at the corner of William and Hanlan on the 0.3 meter line of road and will also place a PED vault on William and Coolidge as per File No. 9087201-AMM; and

WHEREAS MTS needs to complete these works in order to reinforce cable facilities to provide service at Michaels Lane;

THEREFORE BE IT RESOLVED THAT Council of the Rural Municipality of Woodlands approve the Municipal Rights-of-Way Application from MTS being File No. 9087201-AMM with notification given to the Municipality 48 hours prior to the commencement of the work; and

FURTHER BE IT RESOLVED THAT the Chief Administrative Officer be authorized to execute the MTS Rights-of-Way Application.

Carried  
2 Absent  
5 For

Resolution No. 171/12

Possession  
Document for  
Cat 928 GZ

Oliver-Fleury

BE IT RESOLVED THAT upon the recommendation of the Transportation Committee, Council of the Rural Municipality of Woodlands authorizes the Chief

Wheel Loader Administrative Officer to sign the possession document dated March 16, 2012 submitted by Toromont Cat for the used Caterpillar Model 928 GZ Wheel Loader in the amount of \$93,000.00.

Carried  
2 Absent  
5 For

COUNCIL MINUTES

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MARCH 27, 2012

Resolution No. 172/12

Draft Agreement Fleury-Peltz

Recovery Manager WHEREAS the Council of the Rural Municipality of Woodlands and the Emergency  
Twin Beach Coordinator for South Interlake Emergency Measures Board deems it necessary to  
Disaster obtain the services of Al Caron as Recovery Manager to deal with all issues relating  
to the Twin Beach disaster;

THEREFORE BE IT RESOLVED THAT the Chief Administrative Officer draft an agreement outlining the responsibilities and conditions for this position.

Carried  
2 Absent  
5 For

Resolution No. 173/12

2012/2013 Fleury-Buchanan

WIWCD BE IT RESOLVED THAT Council of the Rural Municipality of Woodlands approves  
Annual Levy the 2012/2013 Annual Levy for the West Interlake Watershed Conservation District  
in the amount of \$9,834.00.

Carried  
2 Absent  
5 For

Resolution No. 174/12

Agreement 365/12 Oliver-Peltz

Jeffery's Environ. WHEREAS subsection 250(2)(d)(i) of "The Municipal Act" authorizes a  
Annual Pump Out municipality to enter into an agreement with a person;  
Septic Tanks In

Warren THEREFORE BE IT RESOLVED THAT the Council of the Rural Municipality of Woodlands enter into an agreement with Jeffery's Environmental Services Inc., as set out in Agreement 365/12, for the annual pump out of septic tanks in Warren; and

FURTHER BE IT RESOLVED THAT the Reeve and Chief Administrative Officer be authorized to execute the agreement.

Carried  
2 Absent  
5 For

Resolution No. 175/12

In Camera Oliver-Peltz

WHEREAS subsection 152(3) of "The Municipal Act" provides that a Council may close a meeting to the public to meet as a committee to discuss certain matters;

NOW THEREFORE BE IT RESOLVED THAT Council close the meeting to the public to meet as a committee to discuss:

personnel matter  
security of documents or property.

Carried  
2 Absent  
5 For

Resolution No. 176/12

Out of Camera Fleury-Buchanan

WHEREAS section 15.13 of By-law No. 2593/10 of the Rural Municipality of Woodlands provides that a member of council must keep in confidence a matter that is discussed at a meeting closed to the public under subsection 152(3) of "The Municipal Act" until the council passes a resolution allowing the matter to be discussed publicly; and

WHEREAS subsection 152(4) of "The Municipal Act" provides for the Council to

only pass a resolution to re-open a closed meeting to the public;

THEREFORE BE IT RESOLVED THAT the Council re-open the meeting to the public.

Carried  
2 Absent  
5 For

COUNCIL MINUTES

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MARCH 27, 2012

Councillor Ila Buchanan gave written notice that at the next regular meeting of Council she will introduce a motion to review and amend Resolution No. 41/12 regarding appointments to Boards.

**COMMUNICATIONS**

<b><u>FROM</u></b>	<b><u>SUBJECT</u></b>	<b><u>DISPOSITION</u></b>
Dick Menon	Now working for Dillon Consulting Limited (M-1399)	rec'd for info
Inland Oceans Art Alliance	Interlake Juried Art Show 2012 (I-999)	rec'd for info
AMM News Bulletin	March 14, 2012	rec'd for info
News Media Services	David Schafer named Manitoba Fire Commissioner	rec'd for info
James Bezan, MP	Second funding launch Diamond Jubilee Community Celebrations (M-1350)	rec'd for info
FCM Communique	Request for Proposals (RFP) to host 2018 FCM Annual Conference and Trade Show (F-615)	rec'd for info
News Media Services	Canada's Economic Action Plan delivers upgrades to Cartier Regional Co-op Water Plant	rec'd for info
News Media Services	Nutrient application permitted three weeks early	rec'd for info

**Resolution No. 177/12**

Adjournment

Peltz-Fleury

BE IT RESOLVED THAT we do now adjourn this meeting at 9:30 p.m. to meet again Tuesday, April 10, 2012 at 9:30 a.m.

Carried  
2 Absent  
5 For

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Deputy Reeve  
Trevor King

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Chief Administrative Officer  
Lynn Kauppila, CMMA