Rural Municipality of Armstrong
Meeting Minutes
Regular Council Meeting April 17, 2020 - 10:00 AM

The Council of The Rural Municipality of Armstrong held its regular monthly Council meeting on April 17, 2020 at 10:00 AM in the Council Chambers in the RM Office in Inwood, Manitoba.

Reeve Susan Smerchanski and Councillor Allen Evanchyshin attended at the Council Chambers in the Municipal Office.
Councillors Ralph Hazelton, Paul Humeny, Ted Sumka and Adam Krochenski participated via teleconference.
CAO Corlie Larsen participated via teleconference from the Municipal CAO Office.

Present: Reeve Susan Smerchanski
Councillor Ralph Hazelton
Councillor Paul Humeny
Councillor Ted Sumka
Councillor Adam Krochenski
Councillor Allen Evanchyshin

Also Present: Corlie Larsen, Chief Administrative Officer
Also Present: Brett McCormac, P.Eng. Environmental Engineer, JR Cousin Consultants Ltd. joined meeting by teleconference from 12:16 PM to 12:52 PM.

1 Call the Meeting to Order
With a quorum present, Reeve Smerchanski called the meeting to order at 10:00 am.

# 2 Adoption of Agenda
2020-000000083
Councillor Krochenski
Councillor Humeny
RESOLVED THAT the Agenda for the Regular Meeting of April 17, 2020 be adopted with the following additions:
General Business
Way to Go Consulting Inc. - Senior Election Official Services
Roads Committee
Dust Control
Waste Management
Electronics Recycling
Protective Services Committee
Pandemic Plan

CARRIED

# 3 Adoption of Minutes
2020-000000084
Councillor Evanchyshin
Councillor Sumka
RESOLVED THAT the Minutes of the Regular Meeting of March 10, 2020 be adopted as circulated to council.

CARRIED
4 Business from Previous Minutes

5 Accounts for Approval

# 5.1 Financial Statement
2020-000000085
Councillor Hazelton
Councillor Humeny
RESOLVED THAT the Financial Statements for December 31, 2019 and March 31, 2020 be hereby approved by Council.
CARRIED

# 5.2 Accounts for Approval
2020-000000086
Councillor Humeny
Councillor Evanchyshin
RESOLVED THAT the following cheques in the total amount of $98,691.33 be approved for payment:

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<thead>
<tr>
<th>Description</th>
<th>Cheque Numbers</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Accounts Payable</td>
<td>13486 - 13535</td>
<td>$83,601.47</td>
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<tr>
<td>Payroll</td>
<td>8261 - 8274</td>
<td>$15,089.86</td>
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CARRIED

6 By-Laws

# 6.1 By-law 3/2020 - Regulate the Proceedings and Conduct of the Council and the Committees Thereof - Second Reading
2020-000000087
Councillor Sumka
Councillor Evanchyshin
RESOLVED THAT By-Law #3/2020 being a By-Law to Regulate the Proceedings and Conduct of the Council and the Committees Thereof be read a second time.
CARRIED

# 6.2 By-law 3/2020 - Regulate the Proceedings and Conduct of the Council and the Committees Thereof - Third Reading (recorded vote)
2020-000000088
Councillor Humeny
Councillor Sumka
RESOLVED THAT By-Law #3/2020 being a By-Law to Regulate the Proceedings and Conduct of the Council and the Committees Thereof be read a Third time.

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<td>Allen Evanchyshin</td>
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<td>Ted Sumka</td>
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CARRIED

# 6.3 By-law 4/2020 - Amending By-law Managing Long Term Forage Leases - Second Reading
2020-000000089
Councillor Krochenski
Councillor Hazelton
RESOLVED THAT By-Law #4/2020 being an Amending By-law to Manage Long Term Forage Leases be read a second time.
CARRIED
6.4 By-law 4/2020 - Amending By-law Managing Long Term Forage Leases - Third Reading (recorded vote)

Councillor Hazelton
Councillor Humeny

RESOLVED THAT By-Law #4/2020 being an Amending By-law to Manage Long Term Forage Leases be read a Third time.

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CARRIED

7 Ward Reports

7.1 Ward 1

March 3 Check Roads Snow
March 4 Budget Meeting
March 6 Committee Meeting
March 7 Check Roads (Snowbanks)
March 10 Council Meeting
March 10 Check Road Not Snow Plowed
March 12 Budget Meeting
March 13 Arborg Round Table
March 17 COVID-19 Meeting

7.2 Ward 2

Ward 2 Report March 5 - April 16, 2020
March 6 Committee Mtg in Inwood
March 10 Regular Council Mtg
March 12 Budget & EMO Mtg in Inwood
March 13 Community Futures Mtg in Arborg
March 17 EMO conference call with Don Emes
March 20 Fisher Armstrong Planning District Conference call
March 31 MB Highways out to steam 2 frozen culvert - 1 on Road 126 and 1 on Road 3W
April 1 Wilf out to check frozen culvert on Road 125
April 4-5 Had all roads in Ward 2 opened for Spring thaw or melt! Need to review snowplowing map with contractor.
April 9 Participated in All-net "Connect" Webinar - Covid - 19 - communicating - Does and Don'ts
April 13 Met with resident re drainage - Road 125
April 16 Participated in AMM webinar - " Leading Through Uncertainty"

Notes: - Multiple trips through ward checking roads and drainage and corresponding with residents.
- The present Covid-19 situation really exemplifies the need for improved communications.
- Our staff are trying but without reliable Internet and cell service we are very limited in what we can do.

7.3 Ward 3

March 4 Budget Meeting Inwood
March 6 Agenda Meeting Inwood
March 10 Regular Council Meeting
March 7 Check roads in ward for snow blocks. Received call from resident on Rd 125N and 14E.
March 9 Check Rd 15E between Rd 122N & 123N with RM of Gimli and Rd 119NE between Rd 14E & 16E to clean north side of the road to Gimli Drain.
March 27 Check roads if they were open that weren’t plowed in winter. March 28 Paul called to steam culverts in ward 2 that were frozen, checked on.

7.4 Ward 4
- Washout Rd 2W North of PR 231 needs to be touched up with the grader. Road has washed out before and taken out the culvert. Survey is needed for the west ditch.
- Received call culvert washout Rd 111N West of Hwy 7. Culvert in driveway west of church is old, damaged and too small. Culvert east of it is larger resulting in the washout.
- Received lots of call regarding if the Meleb Waste Site is open and if open the same hours.
- Request for gravel on sidewalk in Fraserwood.
- Received call about drainage issues Burma Rd 14E between Rd 113N and 115N west side.
- Called to look at frozen culverts in Ward 2.
- Received call regarding the Inwood Fire Tanker has issues.

7.5 Ward 5

7.6 Reeve

7.6.1 Reeve Report
March 4 - Budget Meeting
March 5 - EMO Meeting with Inwood Fire Department Chiefs
March 6 - Committee of the whole
March 11 - Fisher/Armstrong Planning District Meeting / Building Inspector
March 12 - Budget Meeting
March 13 - Community Futures Regional Round Table / Arborg / Update on Telecommunications
March 16 & 20 - Community Futures Teleconference / Updates
March 17 - EMO Update for Council
March 20 - Fisher/Armstrong Planning District Teleconference/ Healthcare. Teleconferences - Manitoba Health COVID-19 Updates and Flood Preparedness Grants Announced - Grant Funding was increased to cover all applications and we are receiving a Grant towards flood protection equipment.
Continue to work with our EMO Team, council, staff, residents, outside agencies and government departments.
The Municipal Office is closed to the public and we continue working.
It is important to reach out to friends, neighbors and others who we know that may need help. People have really appreciated the calls I have made to just check in and my help with information and various other things. Please call us if you have any questions or concerns.
Stay home...stay safe....and take care

8 Public Hearings (none)

9 Delegations (none)

10 Reception of Petitions (none)

11 General Business

11.1 CAO Report

Councillor Evanchyshin
Councillor Krochenski

RESOLVED THAT the Council of the Rural Municipality of Armstrong received the monthly activity report from the CAO.

CARRIED
WHEREAS 2019 has been set by Council as the Designated Year for which properties in arrears be offered for sale by auction; AND WHEREAS the cut off date to forward the municipalities property information to TAXervice was set for March 31, 2020 to hold the tax sale date in December 2020; AND WHEREAS the current Covid-19 pandemic situation presents unseen circumstances that may financially impact some of Armstrong’s ratepayers; THEREFORE BE IT RESOLVED THAT this year’s tax arrears recovery be deferred for approximately 4 months to be re-evaluated at the August 11, 2020 Regular Council Meeting.

CARRIED

11.3 NEC Napier Consulting - Consulting Services April 1, 2020 to March 31, 2021.

Councillor Evanchyshin
Councillor Sumka

BE IT RESOLVED THAT Council of the Rural Municipality of Armstrong approve the proposal submitted by Napier Emergency Consulting (NEC) to provide emergency management consulting services to the RM of Armstrong from April 1, 2020 to March 31, 2021 in the amount of $4,000.00 plus GST.

CARRIED

11.4 Cascades Recovery - Processing Fees Increase Effective April 1, 2020. (for info)

11.5 Interlake Weed Control 2020 Red Bartsia Spraying - Budget

Councillor Sumka
Councillor Humeny

RESOLVED THAT Council of the RM of Armstrong authorises the 2020 Weed Spraying Budget expense of $61,688.00 to spray for Noxious Weeds including Red Bartsia as quoted and presented by the Interlake Weed Control District; AND FURTHER THAT Council agrees to the expense in the amount of $2,840.00 for Red Bartsia Control along the Interlake Pioneer Trail.

CARRIED

11.6 Minister of Municipal Relations - 2020 Flood Preparedness Program Approval and Modernization of the DFA Cost Sharing Formula.

Councillor Evanchyshin
Councillor Sumka

WHEREAS the RM of Armstrong was approved for funding of eligible items under the 2020 Flood Preparedness Program in the amount of $66,933.99 to be used towards the purchase of pumps and hoses, generators, barricade and signage, culvert steamer, emergency operations equipment and water rescue equipment as per submitted application; RESOLVED THAT the Council of the RM of Armstrong approves to purchase these eligible items as per listing submitted by the municipality for the program with costs not to exceed the approved funding amount; AND FURTHER THAT for items where multiple quotes can be obtained the purchase be made using the best price/value when possible.

CARRIED
11.7 Forage Lease Applications Review

# 11.7.1 NW 4-20-2E (one application received)
2020-000000096
Councillor Sumka
Councillor Humeny
RESOLVED THAT the Council of the RM of Armstrong select Braydon Gislason as the lessee for the property described as NW 4-20-2E;

AND FURTHER THAT the signing officers of the Municipality be directed to sign and execute the agreement.

CARRIED

# 11.7.2 NE & NW 19-20-2E (one application received)
2020-000000097
Councillor Krochenski
Councillor Hazelton
RESOLVED THAT the Council of the RM of Armstrong select Michael & Kathleen Melnychuk as the lessee for the properties described as NW 19-20-2E and NE 19-20-2E;

AND FURTHER THAT the signing officers of the Municipality be directed to sign and execute the agreement.

CARRIED

# 11.7.3 NE 30-20-2W, NE 31-20-2W & NW 3-21-1W (one application received)
2020-000000098
Councillor Humeny
Councillor Krochenski
RESOLVED THAT the Council of the RM of Armstrong select Jason Schultz as the lessee for the properties described as NE 31-20-2W, NE 30-20-2W and NW 3-21-1W;

AND FURTHER THAT the signing officers of the Municipality be directed to sign and execute the agreement.

CARRIED

# 11.7.4 NE 23-18-1W, NE 24-18-1W, NW 24-18-1W & SE 24-18-1W (3 applications received from McMahon, Wipf & Monasterski for all 4 parcels and one application from MacMillan for 2 of the parcels NE23 & NW24)
2020-000000099
Councillor Evanchyshin
Councillor Sumka
RESOLVED THAT the Council of the RM of Armstrong select Darryl & Angela Monasterski as the lessee for the properties described as NE 23-18-1W, NE 24-18-1W, SE 24-18-1W, and NW 24-18-1W;

AND FURTHER THAT the signing officers of the Municipality be directed to sign and execute the agreement following the 30 day appeal process and agreement has been made with the former lessee regarding the purchasing of the improvements.

CARRIED

# 11.8 Way to Go Consulting Inc. - Senior Election Official Services (item added)
2020-000000100
Councillor Krochenski
Councillor Hazelton
RESOLVED THAT Council of the RM of Armstrong is interested in receiving a proposal from Way to Go Consulting Inc for Senior Election Official (SEO) services to cover to the end of 2022 for the general election.

CARRIED

12 Notice of Motion

13 Committee Reports
13.1 Roads Committee
- Council discussed when to start grading roads.

13.1.1 Employment and Job Advertisements for 2020 - Gravel Checker, Green Team and Roadside Cutting.

# 13.1.1.1 Gravel Checker
2020-0000000101
Councillor Sumka
Councillor Humeny
RESOLVED THAT the RM of Armstrong Council agrees to advertise for the position of gravel checker for the 2020 graveling season with a deadline to receive applications May 15, 2020.
CARRIED

# 13.1.1.2 Green Team
2020-0000000102
Councillor Hazelton
Councillor Humeny
RESOLVED THAT the RM of Armstrong council agrees to advertise for two Green Team Positions with a deadline to receive applications May 15, 2020.
CARRIED

# 13.1.1.3 Roadside Cutting
2020-0000000103
Councillor Krochenski
Councillor Evanchyshin
RESOLVED THAT Council of the RM of Armstrong agrees to advertise to receive quotations for roadside grass cutting services in all Wards 1 to 5.
CARRIED

# 13.1.2 Dust Control - (item added)
2020-0000000104
Councillor Krochenski
Councillor Humeny
RESOLVED THAT Council of the RM of Armstrong sets the 2020 dust control rates at $230 plus gst for a 12ft x 300ft area and $330 plus gst for a 16ft x 300ft area;
AND FURTHER THAT Council set the deadline to receive applications from ratepayers be May 15, 2020 to be advertised in the Interlake Spectator;
AND FURTHER THAT only the sites that are scheduled for gravel as per each ward councillors maps be gravelled with not more than 12 yards of 1/4" or 3/4" down per 300ft length site;
AND FURTHER THAT the application of dust control to the sites be set to be applied by the first week of June weather depending;
AND FURTHER THAT Council will consider after May 15, 2020 if dust control is required in all/any of the town areas including the waste management sites.
CARRIED

13.2 Drainage Committee

13.2.1 Drainage Request - Shelly Wright NE & SE 3-20-2W (to discuss with Water Resource Officer)

13.2.2 Drainage Request - Johnston Dairies Inc. SW 20-21-2E. (flowing wells in the area Ward 3 Councillor will look into)

13.2.3 Drainage Request - Larry Wityshyn NW & SW 2-18-1E
Meeting was scheduled to discuss with Mr. Wityshyn, Water Resources Officer, Reeve and Ward 5 Councillor but was cancelled due to Covid-19. There are old surveys on file may need new ones. Discuss with Highways as well. Look at the options.
13.2.4 **GPR Project Management & Consulting - 2019 Outstanding Surveys**
- Survey for Rd 0 between Rd 125N and 126N not required.
- Survey for SW & SE 15-18-2E is on hold.

# 13.2.5 **Culvert Replacements and Road Repairs**
2020-0000000105
- Councillor Sumka
- Councillor Humeny

RESOLVED THAT Council of the RM of Armstrong authorises the replacement, install or repair of the following culverts:

- Rd 9E & Rd 125N at intersection replace 36” culvert
- Install 18” flood gate at Rd 8E & Rd 120 N
- Replace 36” culvert with 2 x 24” culverts at Rd 6W between Rd 103N & 104N pending approval from Water Resources.
- Install culvert throw back lane (between John Olson Blvd & First Ave W in Inwood) to remove water from yard site at Lot 8 First Ave W to drainage ditch at the land owners expense pending licence approval from Water Resources.
- Replace culvert at Rd 111N west of Hwy 7
- Replace 24” culvert on Prime Meridian Trail south of Rd 124N with beaver control to be placed at culvert ends.
- Replace and extend existing culvert in the Meleb Waste Site driveway.

AND FURTHER THAT the Contractor Listing be used to ensure best price and closest contractor for the area of install.

CARRIED

13.3 **Waste Management Committee**

Brett McCormac, Environmental Engineer from JR Cousin Consultants Ltd. Joined the meeting by teleconference to discuss questions and answers he requires to complete the tender documents of the new waste cell for the Meleb Waste Disposal Grounds.

# 13.3.1 **Meleb Waste Cell - JRCC Engineering Consultants Request for Information.**
2020-0000000106
- Councillor Humeny
- Councillor Sumka

RESOLVED THAT when the tender documents for the new cell build are received from the JR Cousin Engineering that Council of the RM of Armstrong agrees to advertise for tender on MERX, RM Website, emailed to contractor listing and in the local express and tribune papers for two editions.

CARRIED

13.3.2 **Electronics Recycling (item added)**

- Collection Site Agreement needs to be made with Electronic Products Recycling Association (EPRA). All collected electronics must be stacked and wrapped on pallets for storage and transportation. Once ready need to set training and clean up date.

# 13.3.3 **Fire Guard Waste Sites**
2020-0000000107
- Councillor Hazelton
- Councillor Evanchyshin

RESOLVED THAT Council of the RM of Armstrong authorizes to fire guard around the Inwood Waste Transfer Station.

CARRIED

13.4 **Protective Services Committee**

- Council discussed putting on a Fire Ban.
13.4.1 Coronavirus Updates and Discussion

Councillor Sumka
Councillor Krochenski

WHEREAS the Municipal Office has been closed to the public due to the COVID-19 to protect staff and the community;
RESOLVED THAT Council of the RM of Armstrong deems it necessary to keep the Municipal Office closed to the public until further notice;
AND FURTHER BE IT RESOLVED THAT the public are encouraged to contact municipal staff by phone, fax, email and utilize on line banking and the drop off box located at the Municipal Office.

CARRIED

13.4.1.1 Association of Manitoba Municipalities - Member Advisory and Additional links regarding Coronavirus

AMM Update #2 - Province Wide State of Emergency
AMM Update #3 - New Updated FAQ regarding the AMM Insurance Program
AMM Update #4 - FCMs Annual Conference Cancelled
AMM Update #5 - New Measures in the Manitoba Protection Plan
AMM Update #6 - Operation Safe Apart
AMM Update #7 - Public Health Orders Extended to April 28, 2020
Member Advisory COVID-19 Preparedness Conference Call with the Minister of Health, Seniors and Active Living
Member Advisory Cancelled 2020 Mayors, Reeves, and CAO’s Meetings and Municipal Officials Seminar
Member Advisory Western Financial Group Insurance Solutions FAQ
Member Advisory Information on the AMM Group Buying Program
Member Advisory COVID-19 Action Plan for Municipalities

13.4.1.1.1 Manitoba Emergency Measures Organization - COVID-19 and Spring Flood Update

13.4.1.2 James Bezan MP - COVID-19 Federal Economic Initiatives

13.4.1.3 Office of the Fire Commissioner - Bulletin for Fire Fighters: Pandemic Response Precautions When Engaged in Fire-Rescue Operations

13.4.1.4 AMM Insurance Program - COVID-19 Update

13.4.1.5 Minister of Municipal Relations - COVID-19 and the Province’s Budget

13.4.1.6 FIPPA Guidance from Manitoba Ombudsman - During COVID-19

13.4.1.7 Municipal Relations - COVID-19 - Municipal Governance - FAQ's - Update

13.4.1.8 Interlake Women's Resource Centre Inc. - COVID-19 UPDATE - We Are Open

13.4.1.9 Manitoba Emergency Measures Organization - COVID-19 and Spring Flood Updates

13.4.1.10 Manitoba Emergency Measures - Manitoba State of Emergency Q & A

13.4.1.11 Manitoba News Release - Manitoba Government Declares State of Emergency to Protect the Public, Reduce Spread of COVID-19

13.4.1.12 Manitoba News Release - Major Manitoba 150 Celebrations Paused for 2020

13.4.1.13 Interlake Tourism Association - COVID-19 Update
13.4.2 Pandemic Plan (item added)
2020-0000000109
Councillor Krochenski
Councillor Humeny

BE IT RESOLVED THAT Council of the RM of Armstrong approve the "Rural Municipality of Armstrong's Pandemic Plan" as an addendum to the 2020 Emergency Plan.

CARRIED

13.5 By-Law Committee

13.6 External Committees/Organizations
- Lots of meetings going on by telecommunications due to the Coronavirus.
- The Interlake Immigration Settlement Committee has been reorganized and now managed out of the Steinbach area. Thank you to be sent to Eugene Zalevich from RM of Armstrong Council.

14 Unfinished Business
- Set Budget Meeting Date

15 In Camera

# 15.1 Close Meeting to go In Camera
2020-0000000110
Councillor Humeny
Councillor Krochenski

BE IT RESOLVED THAT Council close the meeting to the public to meet as a Committee of the Whole-In Camera to discuss personnel and legal issues;

AND FURTHER BE IT RESOLVED THAT any matters discussed while in camera be held confidential until such time as discussed in open council.

CARRIED

# 15.2 Re-open Closed Meeting
2020-0000000111
Councillor Evanchyshin
Councillor Hazelton

WHEREAS subsection 152(4) of "The Municipal Act" provides for Council to only pass a resolution to re-open a closed meeting to the public;

THEREFORE BE IT RESOLVED THAT the Committee of the Whole in Camera revert back to the regular meeting of council in open session out of camera.

CARRIED

# 16 Adjournment
2020-0000000112
Councillor Krochenski
Councillor Evanchyshin

RESOLVED THAT the council meeting now be adjourned at 2:50 PM.

CARRIED

_______________________
Reeve

_______________________
Chief Administrative Officer