

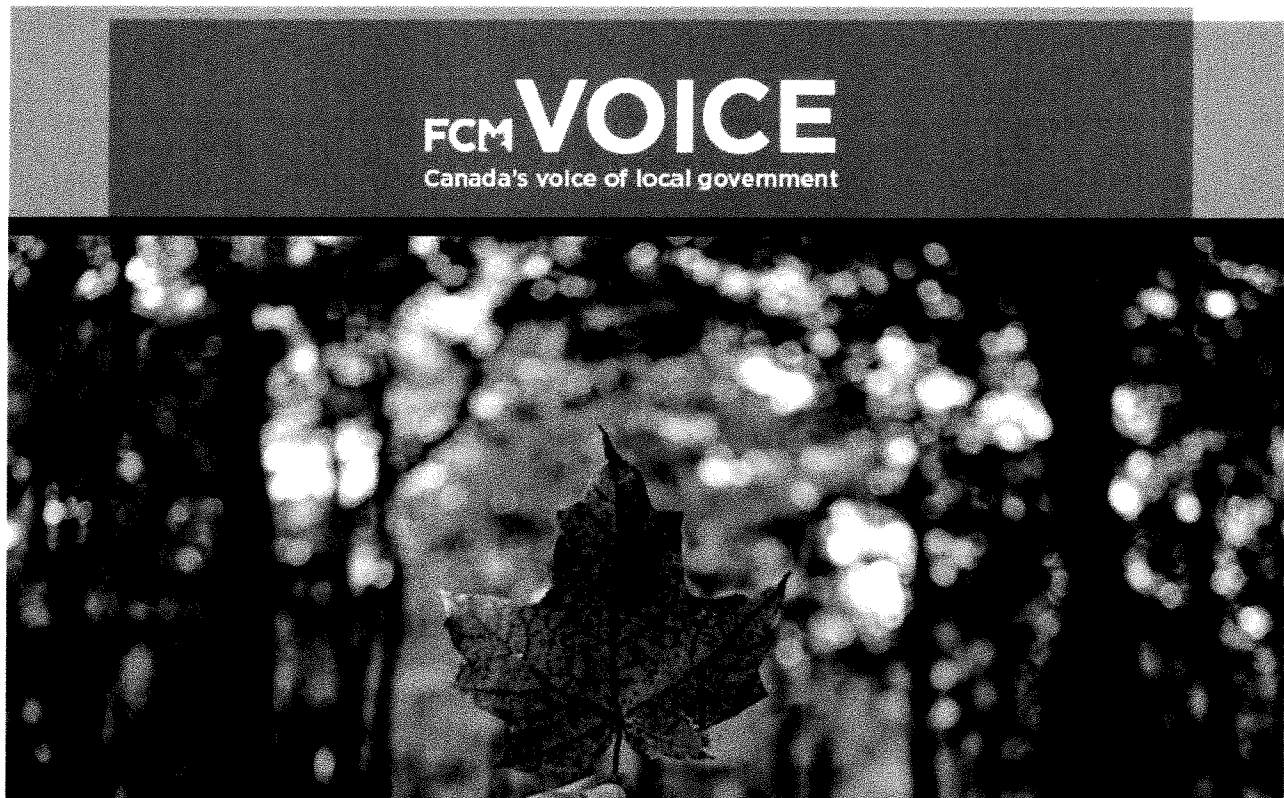
Norma Will

From: FCM Communiqué <communiqué@fcm.ca>
Sent: Monday, August 22, 2022 1:45 PM
To: Norma Will
Subject: FCM Voice: Statement on RCMP retroactive pay costs | Canada Green Buildings Strategy | Ukraine Day of Action | more

[View email in browser](#)



NEWS | August 22, 2022



FCM statement on RCMP retroactive pay costs

The new RCMP bargaining agreement signed by the federal government could put local governments on the hook for unplanned and unbudgeted RCMP salary costs, dating back to 2017. Municipalities are paying a growing share of policing costs, but they have limited financial tools to absorb these unplanned, unbudgeted costs and were not adequately consulted. The federal government has paused invoicing, but this doesn't solve the problem.

In a statement issued last week, FCM is calling on the federal government to absorb all retroactive costs and commit to properly consulting municipalities before implementing measures that impact local fiscal sustainability in the future.

» [READ THE STATEMENT](#)

Day of Action for Ukraine Independence Day August 24

August 24 is Ukrainian Independence Day, a day when the Ukrainian community across Canada traditionally gathers to celebrate. This year, FCM and the Ukrainian Canadian Congress are encouraging local leaders to participate in a special Day of Action to show support and solidarity for Ukraine and the Ukrainian people by:

- Raising the Ukrainian flag at your city hall on Wednesday, August 24
- Lighting public monuments, buildings and signs in blue and yellow on Tuesday, August 23 and Wednesday, August 24

» [LEARN MORE AND ACCESS RESOURCES](#)

Minister Sajjan visits our project in Jordan

This month, International Development minister Harjit Sajjan stopped by our project in Jordan. We showed him how Canadian and local partners are collaborating to introduce new solid waste management practices, including household composting, in several municipalities. He also toured a new community park built on a former landfill site. We thank Global Affairs Canada for funding these initiatives that showcase FCM's uniquely successful peer-to-peer approach.

» [FIND OUT MORE](#)

Canada Green Buildings Strategy Consultations are open

The federal government has launched an engagement process for the Canada Green Buildings Strategy, which seeks to help reach a 37% reduction of emissions by 2030 by creating a net-zero-emissions buildings sector by 2050. FCM is ready to work together and continue to call for integration of climate resilience measures into this strategy and all relevant national model building codes and performance standards and will be submitting feedback. We encourage you to do so as well.

» [LEARN MORE](#)

Applications open for Carbonzero Community Micro Grant program

Applications are now open for the Carbonzero Community Micro Grant program. The new Micro Grant provides funding for community-based greenhouse gas emissions reduction projects. Eligible organizations can receive up to \$5,000 to help implement their project's activities. Funding will be awarded in the Fall of 2022 – note that the deadline for funding applications is August 31, 2022. [Learn more](#) about the funding opportunity and eligibility.

» [SUBMIT YOUR MICRO GRANT APPLICATION](#)

RESOURCES

Insights on good data and better decisions

As a municipal leader, you know that good infrastructure data can help your community make decisions around the levels of service it can offer citizens and how to prioritize its budget while keeping services running reliably. In our new *Asset management insights: Data and information report*, you'll discover how other communities are improving their approach and what activities your municipality could do to collect, validate and analyze data on its municipal assets.

» [READ OUR NEW REPORT](#)

Strengthen your asset management practices today

"FCM provides good resources to help you get started in your asset management journey. The asset management resource library contains a wealth of information on all aspects of asset management." - Renee Klimosko, General Manager, Financial and Corporate Services, Leduc County

Check out our asset management resource library. You'll find over 100 guides, tools, templates and more designed to help you make better decisions about maintaining, replacing and repairing municipal infrastructure. With the help of these resources, you'll be better positioned to ensure safe and reliable delivery of services to your residents.

» [VISIT OUR RESOURCE LIBRARY TODAY](#)

FCM IN THE NEWS

A policy competition to increase diversity in politics

Two organizations dedicated to increasing the diversity of voices heard in politics are holding a virtual policy competition, supported by FCM's Canadian Women in Local Leadership (CanWILL) program, to help get historically underrepresented women and gender-diverse people involved in the municipal decision-making process.

» [READ TAPROOT EDMONTON'S STORY](#)

CORPORATE PARTNER

Canada's Municipal News at your fingertips

The most complete coverage of the latest municipal news and developments delivered daily.

Membership benefits include unlimited access for all elected officials and staff.



» [CLICK HERE FOR SUBSCRIPTION DETAILS](#)

FCM TWEETS

Aug 17: A new RCMP bargaining agreement signed by the federal government without consultation of municipalities could have serious repercussions for [#CDNMuni](#) across the country. [THREAD](#)

Aug 15: Municipalities own 60% of Canada's infrastructure but only receive 10 cents from every tax dollar. Building on guaranteed direct funding tools like the Canada Community-Building Fund will help [#CDNmuni](#) of all sizes thrive.
<https://fcm.ca/recovery>.

Aug 13: Everyone deserves a place to call home. Ending chronic homelessness and tackling housing affordability for all Canadians is a key goal for [#CDNMuni](#) from coast to coast to coast.
<http://fcm.ca/recovery>

» [MORE](#)



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

24 Clarence Street
Ottawa, Ontario K1N 5P3

T. 613-241-5221 | F. 613-241-7440

fcm.ca

[Privacy Policy](#)



© 2022 Federation of Canadian Municipalities

[Opt Out](#) using TrueRemove™

View this email [online](#)

24 rue Clarence Street - Ottawa, ON K1N 5P3 CA

This email was sent to adminasist@oskiand-wawanesa.ca
To continue receiving our emails, add us to your address book

emma

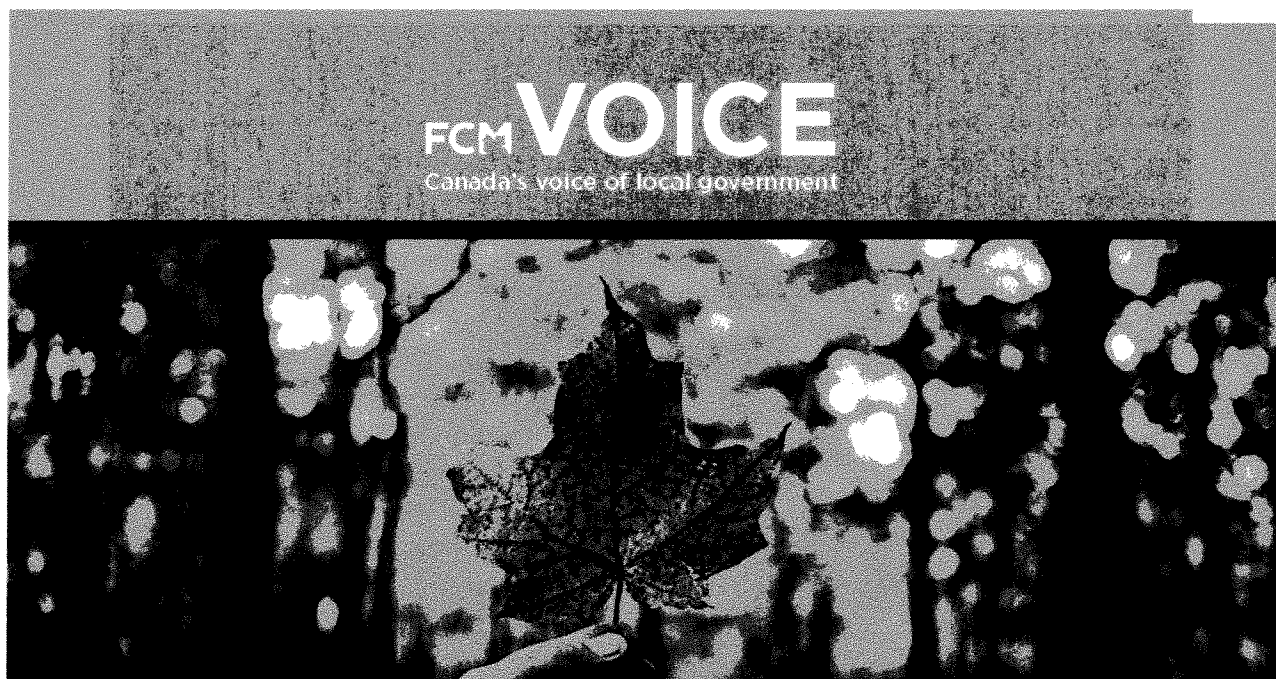
Norma Will

From: FCM Communiqué <communiqué@fcm.ca>
Sent: Tuesday, September 6, 2022 1:16 PM
To: Norma Will
Subject: FCM Voice : Donate to the Pakistan Floods Appeal | Quebec housing summit | Apply for the Natural Infrastructure Fund | more

[View email in browser](#)



NEWS | September 6, 2022



NEWS

Donate to the Pakistan Floods Appeal

Millions have been affected by monsoon rain causing floods, flash floods, and landslides in Pakistan. The Red Cross and Red Crescent are working to provide relief, recovery, and resiliency activities in response to this disaster. You can help by donating to the Pakistan Floods Appeal.

» [DONATE NOW](#)

Quebec housing summit inspires action

On August 26, Catherine Fournier, Mayor of Longueuil, and Stéphane Boyer, Mayor of Laval hosted the 2022 [Quebec housing summit](#). Under the theme *Our future in mind*, this summit brought together Quebec's 10 largest cities and hundreds of partners to identify promising and innovative solutions to the housing crisis. Through this event, Mayor Fournier and Mayor Boyer, who both sit on FCM's Big City Mayors' Caucus, hoped to inspire participants to take action.

After the summit, the mayors of Quebec's 10 largest cities adopted a joint statement calling for unprecedented action, with solid commitments from these cities.

» [SEE THE TWITTER HIGHLIGHTS](#)

Apply for the Natural Infrastructure Fund - Small Project Stream

Applications are now open for the Natural Infrastructure Fund – Small Project Stream. Receive up to one million dollars in federal funding to restore and enhance natural infrastructure like urban forests, street trees, wetlands, living dykes, bioswales, and naturalized coastal restoration. Municipalities, local governments, provinces or territories, public sector bodies, Indigenous organizations, not-for-profit, and for-profit organizations in partnership with other eligible applicants outside the private sector, can apply. The application deadline is Tuesday, September 27.

» [APPLY TODAY](#)

Funding available for ISO 50001 energy management system project implementation

NRCan is launching a call for proposals for organizations implementing the ISO 50001 energy management system in commercial or institutional buildings. NRCan offers up to 75% for eligible project costs, up to \$40,000 per building, to a maximum of \$200,000 per year. [Email](#) NRCan to request the Application Guide. The deadline to submit your proposal is Friday, October 21.

» [LEARN MORE](#)

RESOURCES

Find asset management resources for beginners

Is your municipality interested in getting started with asset management? Unsure of where to begin? Check out our list of asset management resources for beginners from across Canada and the world. You'll find tools, videos, guides and more that cater to communities who are in the early stages of their asset management journeys.

» [SEE THE RESOURCES](#)

Scaling up climate action through multi-solving

“Multi-solving” has surfaced as a new way of defining problems and creating solutions for people working to address climate change in cities. Learn how a collaboration among Low Carbon Cities Canada (LC3), The Atmospheric Fund (TAF), and the Centre for Social Innovation created the Multi-Solving Challenge Game. Over the last six months, more than 100 participants were engaged in the two-hour game.

» [READ THE FINDINGS](#)

FCM IN THE NEWS

Saskatchewan prefab pilot offers green model for affordable housing

The Plainsview Townhomes Project in Saskatchewan exceeded expectations for a pilot and is poised to generate significant environmental, social, and economic benefits. FCM’s Green Municipal Fund approved C\$520,000 in grant funding for the project through FCM’s Sustainable Affordable Housing initiative.

» [READ THE STORY](#)

RCMP: local governments call on federal government to cover retroactive costs

In a recent statement, FCM President Taneen Rudyk called on the federal government to cover retroactive costs associated with the new RCMP bargaining agreement. Without a solution, municipal councils will be forced to make incredibly tough decisions — to make cuts to essential services or pass the bill along to residents through major property tax increases. The Union of BC municipalities has also echoed FCM’s call.

» [READ THE STORY](#)

CORPORATE PARTNER

The role of technology and data in Vision Zero interventions

Wednesday (tomorrow), September 7 from 1 – 2 p.m. ET join moderator Valerie Smith, Director, Programs at Parachute, in conversation with panelists from Liveable Cities, the City of Brantford, Ontario, and the City of Bellevue, Washington, as we discuss the role of technology and data in Vision Zero and road



safety strategies. This webinar will be of interest to municipal city planners, road safety professionals and road safety researchers.

» [SIGN UP TODAY](#)

FCM TWEETS

Aug 31: Our Municipal Asset Management Program can help your community make [#climate](#) considerations core to its [#AssetManagement](#) strategy. Here, [@TheAgenda](#) highlights what [#CDNMuni](#) are doing to ensure reliable service delivery in the face of climate change. fcm.ca/en/resources/... twitter.com/TheAgenda/...

Sep 2: Rural, northern and remote communities are integral to Canada's economy and quality of life. Rural Canada drives nearly 1/3 of our GDP and is home to vital industries—from agriculture to manufacturing. <https://fcm.ca/en/focus-areas/rural-northern-and-remote...> [#CDNMuni](#).

Sep 5: Everyone deserves a place to call home. Ending chronic homelessness and tackling housing affordability for all Canadians is a key goal for [#CDNMuni](#) from coast to coast to coast. <http://fcm.ca/recovery>

» [MORE](#)



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

24 Clarence Street
Ottawa, Ontario K1N 5P3

T. 613-241-5221 | F. 613-241-7440

fcm.ca

[Privacy Policy](#)



© 2022 Federation of Canadian Municipalities

[Opt Out](#) using TrueRemove™

View this email [online](#)

24 rue Clarence Street • Ottawa, ON K1N 5P3 CA

This email was sent to admin@st-rookland-wawanasa.ca.

To continue receiving our emails, add us to your address book.

emma

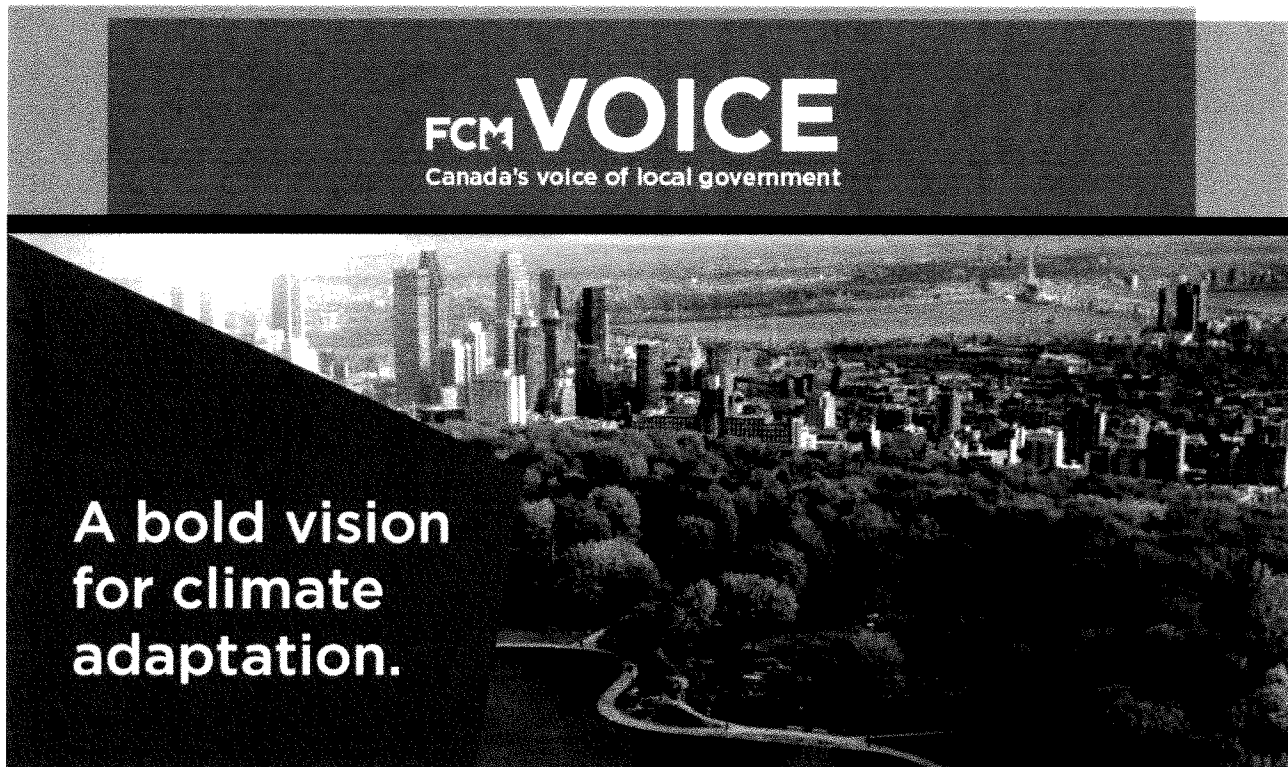
Norma Will

From: FCM Communiqué <communiqué@fcm.ca>
Sent: Monday, September 12, 2022 2:28 PM
To: Norma Will
Subject: FCM Voice: Recommendations for the National Adaptation Strategy | Integrating EDI into municipal climate action | more

[View email in browser](#)



NEWS | September 12, 2022



FCM's recommendations for the National Adaptation Strategy

For several years in a row, record-breaking heatwaves, flooding and devastating wildfires have wreaked havoc on homes, businesses and communities. It's crucial to better protect Canadians and communities of all sizes across the country from the impacts of climate change, and municipal leaders are ready to do more. But there's no more time to waste. FCM's recommendations for the National Adaptation Strategy are a bold vision on how the federal government and municipal governments can lead efforts with strong partnerships, smart investments, and an equity-centered and open approach to collaboration and reconciliation.

» [READ THE RECOMMENDATIONS](#)

NEWS

New funding for medium- and heavy-duty zero-emission vehicles from Transport Canada

The Government of Canada has announced \$547.5M in funding over four years to reduce the amount of transportation-related GHG emissions by encouraging the adoption of medium- and heavy-duty zero-emission vehicles. The Incentives for Medium- and Heavy-Duty Zero-Emission Vehicles (iMHZEV) program offers Canadian organizations, provinces, territories and municipalities incentives towards the purchase/lease of eligible zero-emission vehicles.

Applicants can submit incentive requests beginning fall 2022. iMHZEV is complementary to provincial incentives and GMF's transportation funding offer.

» [LEARN MORE](#)

EVENTS

Webinar: Integrating equity, diversity and inclusion into municipal climate action

Making equity, diversity and inclusion (EDI) core to your community's climate action planning is key to protecting residents who are most at-risk of experiencing extreme heat, flooding and other impacts of climate change.

On Thursday, September 22, from 1:00 – 2:30 p.m. ET, the Partners for Climate Protection program is hosting a free interactive webinar exploring the new *Integrating Equity, Diversity and Inclusion into Municipal Climate Action* resource. Participants will hear directly from the authors of the resource on what EDI is and how it can fit within your community's needs.

» [SIGN UP TODAY](#)

PCP is a partnership between the Federation of Canadian Municipalities (FCM) and ICLEI – Local Governments for Sustainability. PCP receives financial support from the Government of Canada and ICLEI Canada.

RESOURCES

New insights on asset management

Do you want to know how Canadian municipalities are integrating asset management into policy and governance activities to improve their infrastructure decision-making practices?

Check out our new *Asset management insights: Policy and governance report*. This web-based report is the first of a series that will provide information on the impact of the Municipal Asset Management Program and blends key findings with real examples of what communities are doing to improve their decision-making on infrastructure.

» [DISCOVER ASSET MANAGEMENT INSIGHTS](#)

CORPORATE PARTNER

Attend the 2022 Canadian Urban Forest Conference – October 3-5

Delegate passes are still available for the 2022 Canadian Urban Forest Conference taking place from October 3-5, in Charlottetown, PEI. This in-person conference will bring municipalities, city and park planners, architects and arborists together to learn and share with a vision of building a better future for Canada's urban forests. The conference theme is Urban Forests and the Challenge of Climate Change: Building Resilience.



» [REGISTER TODAY!](#)

FCM TWEETS

Sep 7: Is your [#CDNmuni](#) looking for financing tools to help drive local [#climate](#) action on a large scale? Check out the Partners for Climate Protection program's Financing tools for local climate action guide: pcp-ppc.ca

Sep 8: Today, we're sharing concrete proposals to protect Canadians and communities of all sizes across the country from the impacts of climate change. Read our recommendations for the National Adaptation Strategy: fcm.ca/adaptation

Sep 8: To help in the collective fight against climate change, FCM and [#GoC](#) are investing \$11.5M in [@NorthCowichan](#), through [@GreenMuniFund](#). Learn more: fcm.ca/en/news-media...

» [MORE](#)



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

24 Clarence Street
Ottawa, Ontario K1N 5P3

Norma Will

From: Daniel Gullett <mdg37caws@gmail.com>
Sent: Thursday, August 18, 2022 9:39 AM
To: Norma Will
Subject: Safety

August 18 2022

Walking this morning at about 7.45 am on the shoulder of PR 340 on the hillside at Government road I was observing traffic coming north into Wawanesa at excessive speeds reading from 70 to 90 KM on the speed reader board in the 50 KM zone.

I suppose some would think this early in the day that there are no walkers however there are considerable numbers of walkers many with dogs and the odd person pushing kids in strollers

I appreciate that motorists believe this to be a highway and don't appreciate the human traffic but the shoulder is fairly wide and smooth to accommodate decent walking conditions, but two vehicles meeting next to human traffic could surely create an unsafe situation.

thanks

Dan Gullett

23 Government Rd.

Wawanesa Mb.

Norma Will

From: Daniel Gullett <mdg37caws@gmail.com>
Sent: Friday, September 9, 2022 4:25 PM
To: Norma Will
Subject: SAFETY

I am sure that Oakland / Wawanesa administration / foreman is aware that the reader board on the south entrance into Wawanesa on PR 340 has been inoperable for going on two weeks. The reader board when operating serves as a reminder of the speed zone and their excessive speed. I walk mornings on the shoulder on this stretch of the PR and starting to see numerous vehicles travelling much in excess of the speed limit posted.

thanks
Dan Gullett
23 Government Rd.
Wawanesa Mb.

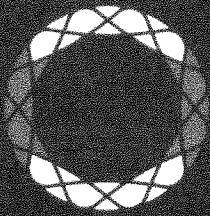
Norma Will

From: Alysha Klippenstein <alyshaklippensteinmusic@gmail.com>
Sent: Thursday, August 25, 2022 5:30 PM
To: Norma Will
Subject: Walking trails

Hello,

I just wanted to say thank you for building the walking trails at the ball diamonds, and especially thank you for putting up garbage cans. I am really hoping this will keep our town looking beautiful and people will use them accordingly. I was maybe too excited when I saw the garbages up earlier this year, but thank you! Also, the benches and tables down there are also a wonderful addition.

Alysha



2022

MEIA Emerging Issues Cleantech Conference

CLEAN TECHNOLOGY: PATHWAYS TO NET ZERO

November 30, 2022
8:00 AM - 6:30 PM

RBC Convention Centre
375 York Ave, Winnipeg, MB

This November, MEIA will host the largest environmental conference Manitoba has seen, and we want you to be a part of it. The conference will showcase new and upcoming technologies and solutions to help Manitobans mitigate the climate crisis and make their businesses more profitable through sustainability.



Keynote Speaker
Dr. David Suzuki



Keynote Speaker
Jane McDonald



Master of Ceremonies
Steve Patterson



Opening Blessing
Chief Heidi Cook



Reception Entertainment
Trio from Indian City

FEATURING

- Opening Blessing, Chief Heidi Cook, Misipawistik Cree Nation
- Morning Keynote, Dr. David Suzuki
- Afternoon Keynote, Jane McDonald, Executive VP, International Institute of Sustainable Development
- Master of Ceremonies, Steve Patterson, CBC's The Debaters
- Networking reception with entertainment from trio from local band Indian City
- 600 Attendees
- 40 Booth Tradeshow
- Student Chapter Mentorship
- Funding Opportunities Hub
- BAM Green Dragon's Lair Pitch Competition

Cleantech is any process, product, or service that reduces negative environmental impacts through significant energy efficiency improvements, the sustainable use of resources, or environmental protection activities.

WHO WILL BE THERE?

- First Nation Communities & Indigenous Groups
- Consultants and Sustainability Experts
- Academia and Students
- Businesses and Industry Groups
- Corporate Leaders
- Government and Municipalities
- Environmental Groups and Organizations
- SMEs, cleantech startups

BREAKOUT SESSIONS

- Carbon Offsets
- Transportation
- Natural Resources
- Waste Management
- Sustainable Buildings and Communities
- The Future of Clean Energy

Sponsorship Levels Available | [Click here to register!](#)

www.MEIAemergingissues.ca

Norma Will

From: Manitoba Municipal Administrators <info@mmaa.mb.ca>
Sent: Thursday, September 8, 2022 12:45 PM
To: rm_of_oakland@hotmail.com
Subject: MMA MEMBER ADVISORY



MMA Member Advistory

Protocol for Queen Elizabeth II

With the news emerging from London today announcing the death of Queen Elizabeth II, we recognize that we, as a nation, shall follow certain protocols to bestow and honor and express a collective sense of sorrow.

An official mourning period for Elizabeth II will take place, the length of said period to be determined by the federal government; and issued by the governor general and the Department of Canadian Heritage. During the mourning period, a national memorial service will be held in Ottawa. Additionally, ceremonial maces, portraits of the Queen, across Canada will be draped in black fabric. The death of the sovereign is considered a mandatory half-masting event for the Canadian government. Flags on all federal buildings and establishments in Canada and abroad will be flown at half-mast from the notification of death until sunset on the day of the funeral or memorial service.

Province of Manitoba - Information on Flying Flags Half Mast

Rules for half-masting the National Flag of Canada

The day of the funeral will likely be a holiday

The Manual of Official Procedure of the Government of Canada states that the Prime Minister's job in the event of a Sovereign's demise is to convene parliament, pass a resolution expressing "loyalty and sympathy" to the next monarch, and then adjourn. From there, the usual procedure is to issue an Order in Council declaring a "Day of Mourning" on the day of the funeral.

Official portraits of the Queen could remain up for as long as a year
Until the Coronation of the new monarch, every government office in Canada will feature its usual portrait of the Queen, but with a black ribbon.

Follow us on social.



Manitoba Municipal Administrators | 18 Sweetwood Bay, Winnipeg, R2V 2S2 Canada

[Unsubscribe rm_of_oakland@hotmail.com](mailto:rm_of_oakland@hotmail.com)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by info@mmaa.mb.ca in collaboration with



Try email marketing for free today!

Norma Will

From: Manitoba Municipal Administrators <info@mmaa.mb.ca>
Sent: Thursday, September 8, 2022 3:33 PM
To: rm_of_oakland@hotmail.com
Subject: MMA MEMBER UPDATE



MMA MEMBER UPDATE

PRESS RELEASE

Sept 8, 2022

Manitoba's Professional Municipal Administrators Support Special Investigation Referral to Auditor General

The Manitoba Municipal Administrators has announced its support for the special investigation into the concerns that have been raised about the operations of a small number of municipalities.

"Without knowledge of the specific situations– we're focused on what might be learned to enhance municipal government" said Duane Nicol, MMA President. MMA looks forward to the results of this special investigation and the opportunity to work with the Association of Manitoba Municipalities and the Government of Manitoba to strengthen municipal government in the province.

The Manitoba Municipal Administrators (MMA) is a not-for-profit professional association created by The Manitoba Municipal Administrators Association Inc. Act, an act of the Manitoba Government. Since 1931, the MMA has existed to provide support, education and continuing professional development to its members. The MMA is also the voice of municipal administration in Manitoba, advocating for members and promoting effective municipal administration.

As part of MMA's mandate, governs the Certificate in Manitoba Municipal Administration (CMMA) designation and works with the University of Manitoba to deliver courses in Municipal Law, Municipal Administration, Human Resources, Leadership, and multiple courses in Municipal Finance.

MMA also offers ongoing training and development programming and sets professional development requirements for members to ensure they maintain their skills and continue to meet current professional standards.

For More Information:

Adrienne Bestland, Executive Director

Email: info@municipaladministrators.ca

Phone: 204-255-4883

Follow us on social.



Manitoba Municipal Administrators | 18 Sweetwood Bay, Winnipeg, R2V 2S2 Canada

[Unsubscribe rm_of_oakland@hotmail.com](mailto:Unsubscribe_rm_of_oakland@hotmail.com)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by info@mmaa.mb.ca in collaboration with



Bulletin #2022-27

MUNICIPAL RELATIONS

**Important Notice to
All Elected Officials and Chief Administrative Officers**

**The Passing of Her Majesty, Queen Elizabeth II and
the Display of Flags**

Following the passing of Her Majesty, Queen Elizabeth II, municipalities are expected to follow protocols regarding the display of flags. This includes displaying flags at half-mast, for the duration of the period of mourning, which will extend for a period of ten days, or until the Commemorative Service for Her Majesty.

Municipalities, at their discretion, may also choose to follow provincial protocol and honour Her Majesty by placing black ribbon on any portrait of the late Queen Elizabeth II and any flag of Canada and of Manitoba that may be on display in their offices or buildings.

For information about Manitoba's commemoration of Her Majesty, Queen Elizabeth II, please visit manitoba.ca/queen-elizabeth.html

Resources relating to the display of flags, including information about half-masting the Canadian or Manitoban flag, are included below for further information.

Federal Etiquette for the Display of Canadian Flags
<https://www.canada.ca/en/canadian-heritage/services/flag-canada-etiquette/about.html>

Federal Notices of Half-Masting the Canadian Flag
<https://www.canada.ca/en/canadian-heritage/services/half-masting-notices.html>

Federal Policy on the Half-Masting of the Canadian Flag
<https://www.canada.ca/en/canadian-heritage/services/flag-canada-masting-rules.html#a5>

Manitoba's Frequently Asked Questions on the Display of Flags
<https://www.gov.mb.ca/fpir/protocol/faq.html#flag>

If you have additional questions, please email mrmaas@gov.mb.ca, or call 204-945-2572.

Bulletin #2022-28

MUNICIPAL RELATIONS

**Important Notice to
All Elected Officials and Chief Administrative Officers**

**Bill 33 Amendments to
The Municipal Assessment Act**

Bill 33, The Municipal Assessment Amendment and Municipal Board Amendment Act, was passed by the Legislative Assembly on June 1, 2022. Amendments to The Municipal Assessment Act are now in force.

The amendments enable municipalities, once approved by by-law, to make assessment roll information provided by the assessor available electronically.

Manitoba's electronic assessment notice web portal, MyPropertyMB, is now available. Manitobans can choose to receive electronic assessment notices going forward. Please visit manitoba.ca/myproperty for more information and to create an account.

An FAQ regarding changes to The Municipal Assessment Act in Bill 33 is attached. The updated Act can be found at <https://web2.gov.mb.ca/laws/statutes/ccsm/m226e.php>

Should you require additional information regarding changes to The Municipal Assessment Act, please contact Municipal Relations at mrmaas@gov.mb.ca, or by phone at 204-945-2572.

Department of Municipal Relations
500 – 800 Portage Avenue, Winnipeg MB R3G 0N4

Bill 33 - Amendments to The Municipal Assessment Act

Frequently Asked Questions

Overview of Legislation

What did Bill 33 do for The Municipal Assessment Act?

- This bill amended The Municipal Assessment Act to enable property owners outside Winnipeg to access and receive their assessment notices electronically.
- The bill also enables municipalities to make a portion of their assessment rolls available to the public in electronic format.
- Amendments enable the City of Winnipeg to implement similar initiatives.

The Municipal Assessment Act

Why are we making changes to The Municipal Assessment Act?

- Currently, all property owners receive their notice of assessment via mail, with no option to receive it electronically. The electronic assessment notice will replace paper notices if Manitobans opt in to receive an electronic notice. Property owners outside Winnipeg will now be able to access and save an electronic version of their notice in a place convenient for them.
- Additionally, legislation previously required the assessment roll be available in municipal offices during business hours, implying that citizens are required to visit municipal offices to view assessment rolls. Online access to assessment rolls will enable citizens to view assessment rolls (with certain identifying information removed) at a time and place convenient for them.
- In addition to providing more convenience to property owners, the approach will save printing costs and reduce environmental impacts.
- Enabling property owners to access their assessment notices and assessment rolls electronically will bring Manitoba in line with current customer service standards already adopted by other jurisdictions and private companies.

When will these amendments come into force?

- The amendments to The Municipal Assessment Act came into force at Royal Assent on June 1, 2022.

Electronic Assessment Notice Delivery

How will the electronic assessment notice be delivered?

- For properties outside the City of Winnipeg, mailed assessment notices will contain a property owner's unique client number allowing them to sign up voluntarily on the MyPropertyMB web portal by creating a free account to view, download or save an electronic version of their assessment notice.
- Property owners opting in for accessing electronic assessment notices will no longer receive paper notices in future years. When their assessment/reassessment is ready to view, property owners would be notified via a system-generated email sent to the email they created to open up the online account.

How can a new property owner find assessment information about their property and sign-up on MyPropertyMB?

- New property owners can find assessment information on the Municipal Relation's website, https://www.gov.mb.ca/mao/public/search_select.aspx , on their property tax bill, or by contacting their local Assessment office by phone or assessment@gov.mb.ca.
- As property owners require their Client ID to sign up on MyPropertyMB, they should contact their local Assessment office if they do not have a Client ID number or if the property does not show up on their MyPropertyMB account. There may be delays between possession dates and when the Assessor is notified of an ownership change.

Will an electronic assessment notice be the same as a paper assessment notice?

- Yes, an electronic assessment notice will be an electronic copy of the same paper-based assessment notice containing the same information.

Will costs change for property owners?

- There will be no additional cost to property owners for signing up to receive electronic assessment notices.

Will I have to register an account if I own multiple properties?

- All properties associated with the unique Client ID will be displayed on MyPropertyMB once an account has been created.

How will Manitobans find out about the electronic assessment notice web portal?

- The mail-out of printed assessment notices to all property owners outside the City of Winnipeg in spring 2022 highlighted MyPropertyMB on the assessment notice, and the reassessment information brochure communicated the availability of the electronic assessment notice web portal to Manitobans.

Will all past assessment notices be available on MyPropertyMB?

- No, only the 2023 Reassessment Notice and notices going forward will be available.

What happens if a property owner does not receive an electronic assessment notice after signing up for electronic notices?

- The assessment notice would still be posted on the property owner's account and available at any time after the system-generated email is sent to the property owner's email registered with the account. System-generated emails that go to out of date email addresses or are caught as spam are considered similar to lost or undeliverable physical mail. Citizens are expected to keep their account information up-to-date to ensure they receive their notices.
- When property owners do not receive email reminders to view the assessment notices online, they can contact their local assessment office to update their account information with a new email address or to receive a copy of their assessment notice.
- Municipalities are not responsible to ensure property owners receive their assessment notices. If citizens contact their municipality about not receiving an assessment notice, they should be directed to contact their local assessment office.
- In reassessment years such as in 2023, property owners will also be made aware that assessment notices have been mailed out or are available through regular communication from their municipality, including public notice of the Boards of Revisions.
- Assessment information is also included in annual tax statements which are provided to property owners by the municipality.

Will these changes apply to the City of Winnipeg?

- The City of Winnipeg prints and mails out assessment notices to all property owners within city limits. This proposed legislation will also enable the City of Winnipeg to send assessment notices electronically, if they choose to do so.

Electronic Assessment Rolls

Why is Manitoba enabling municipalities to post assessment rolls online?

- Enabling municipalities to provide access to assessment rolls online will eliminate the requirement of residents to visit municipal offices to view assessment rolls. With the availability of assessment rolls online, property owners can access the information at a time and place convenient for them.

Will the municipalities have to pass a by-law for posting assessment rolls online?

- Yes, passing a by-law ensures transparency and public awareness that municipalities are posting this information online.

Will electronic assessment rolls include the same information as it appears on assessment rolls available for inspection by the public at municipal offices?

- No. Only a portion of the municipality's assessment rolls will be made available to the public in electronic form. Identifying information of property owners such as the owner name and mailing address will be protected to mitigate any privacy risks associated with posting bulk data online.

The bill states that the assessor will provide an assessment roll without personal identifiers for making available electronically. How will municipalities receive that version of the assessment roll?

- Assessment Services Branch provides two PDF versions of the assessment roll when sharing with municipalities; one with and one without personal identifiers. Both versions will be made available through Manitoba Municipalities Online. Please contact assessment@gov.mb.ca with further questions.

How will municipalities be able to make electronic assessment roll information available to the public?

- It is recommended municipalities, once their by-law has passed, make the PDF version of the assessment roll without personal identifiers (received from the Assessment Services Branch) available on their municipalities' website.

Can municipalities make the paper copy of the assessment roll with personal information available to the public for viewing in the office?

- Yes, at the municipal office. Regardless of whether the municipality posts their assessment roll online, the roll should be available for review in the municipal office.
- This is aligned with section 9(5)(b) of the Municipal Assessment Act, section 263(1)(a) of The Municipal Act, and section 44(1)(e) of The Freedom of Information and Protection of Privacy Act.

If a citizen requests property owner names or mailing addresses over the phone or via email, should it be provided?

- No. A citizen should be advised that as per the Municipal Assessment Act, the assessment roll is available at the municipal office for review. Personal information from the assessment roll should not be provided over the phone or via email.

Should other non-personal information from the assessment roll be provided over the phone or email?

- There are no FIPPA considerations regarding non-personal property assessment information, and if the municipality wants to provide that information as a matter of customer service, they can. Citizens can also access property assessment information at https://www.gov.mb.ca/mao/public/search_select.aspx.

Disclaimer: Information is provided solely for general information purposes. The original legislation should be consulted for interpreting the law.

Bulletin #2022-29

MUNICIPAL RELATIONS

**Important Notice to
Chief Administrative Officers and Senior Election Officials**

Presentation for Prospective Candidates

Municipal Relations has prepared and recorded a presentation for people that may be considering running for councils in the 2022 general municipal election. The video provides some basic information about what municipalities and councils do, as well as what the responsibilities of council members and the role of administration are. The video also presents some key information about the election process for potential candidates.

The video is available for public viewing at:
<https://www.gov.mb.ca/mr/mfas/election.html>

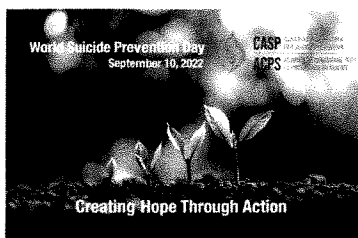
Municipalities should feel free to direct potential candidates to the video as a resource, or to use the video to supplement or support any pre-election information that the municipality provides for potential candidates.

If you have any questions about the 2022 general municipal election, please contact a Municipal Services Officer, by email at mrmaas@gov.mb.ca, or phone 204-945-2572.

Norma Will

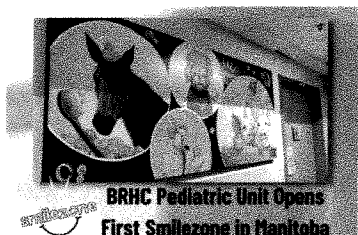
From: Prairie Mountain Health <communications@pmh-mb.ca>
Sent: Tuesday, September 6, 2022 4:02 PM
To: oakwawa@outlook.com
Subject: Health Plus September 2022

[View this email in your browser](#)



Suicide Prevention Day – September 10

World Suicide Prevention day is a time to connect and reflect. The power of coming together and reaching out to each other is immeasurable. [Read more](#)



BRHC Pediatric Unit Welcomes Smilezone

Thanks to generous contributions from three families through the Smilezone Foundation, the bright, fun Smilezone is meant to help improve the experience for children and families when they visit the pediatric unit. [Read more](#)



Fetal Alcohol Spectrum Disorder Awareness Day

FASD Awareness Day is celebrated on September 9 every year. This is an opportunity to spread awareness of FASD, diagnosis, strategies, and prevention. [Read more](#)



Back to school lunches - Keep it **SIMPLE**

Back to School Lunches - Keep it SIMPLE

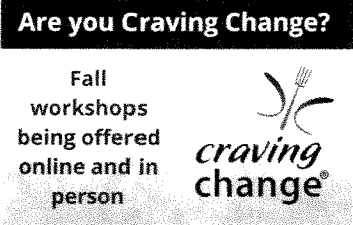
Let children and youth eat their lunch in whatever order they want to – Help them accept that there are different ways of eating and there is no right or wrong way. [Read more](#)



'Tis the season for field tomatoes!

'Tis the season for field tomatoes!

Nothing compares to the flavour of the garden and field tomatoes that are available in western Canada in the summer and early fall. [Read more](#)



Are you Craving Change®?

Do you eat when you're stressed? Do you eat when you're bored? You are *not* alone. Many people from all walks of life struggle with their eating. [Read more](#)



Donations For PMH

Thank you for the generous donations received around Prairie Mountain Health this past month. [Read more](#)

PMH Classes And Clinics

Strive to Thrive | Brandon & Virtual

Explore your symptoms of wellness and improve your mental health.

More Info

Weight to Wellbeing | Virtual

A lifestyle program to improve your health & wellbeing.

More Info

For a full listing of classes and workshops click [here](#)

Career Opportunities



Staffing Clerks

Full time & part time opportunities in Dauphin

Details



Clinical Resource Nurse

Full time positions available in Brandon & Dauphin

Details



Dietary Aides & Cooks

Needed throughout the Region

Details



Community Mental Health Workers

Full time or part time positions in Ste. Rose, Swan River, Dauphin & Brandon

Details

[Click here to view all career opportunities.](#)



Copyright © 2022 Prairie Mountain Health, All rights reserved.

You previously received our Report to Communities newsletter which has now been replaced with our new publication "Health Plus". We have updated our system to follow privacy laws. If you do not wish to receive this newsletter, you may unsubscribe.

Our mailing address is:

Prairie Mountain Health
Prairie Mountain Health Regional Office
192 - 1st Ave W.
Souris, MB R0L 2C0
Canada

[Add us to your address book](#)

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).



Joni Swidnicki

From: Kevin Zabowski <kevinzabowski@shmb.ca>
Sent: Friday, September 2, 2022 8:59 AM
To: arrd@mymts.net; admin@melitamb.ca; info@sourisriverrec.com; Debra Turner; admin@delowin.ca; sgmc@mymts.net; Carole Williams
Cc: Board Members; Carolyn Cory; Joni Swidnicki; CAO Souris Glenwood; CAO ; Municipality of Brenda-Waskada; cao@mglgov.ca; Breigh Crepeele; Pamela Hainsworth
Subject: Southwest Horizon School Division - Community Use of Schools / Facility Bookings

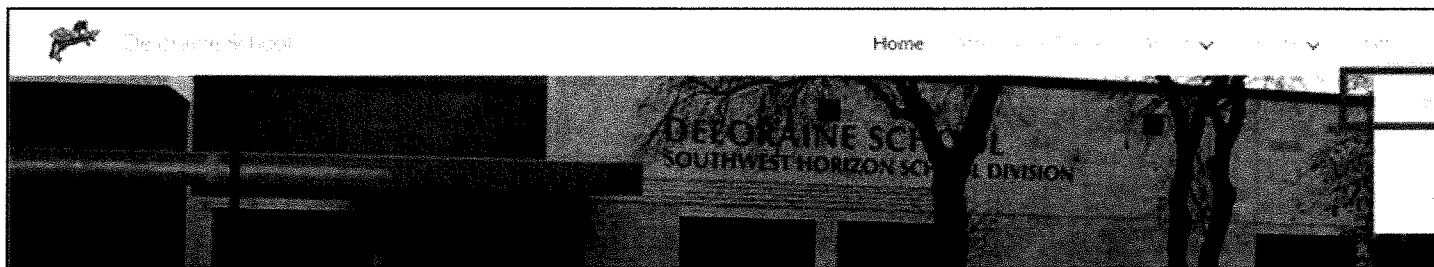
Good morning Rec Districts and Municipalities,

The Board of Trustees reviewed the recent changes to the Division's Community Use of Schools/Facility Booking procedure at their August 31, 2022 Board meeting. The Board asked me to resend the below information to you.

As stated, the Manitoba School Boards Association Risk Manager informed school divisions that we must have a staff member on site for every community use of schools activity/event for insurance purposes. Therefore, the school division will need to hire staff to cover the supervision of the community use of school activity since we do not have evening staff, such as custodians/cleaners, in all of our buildings unlike some other school divisions may be able to do.

Due to these insurance requirements, the division will have to recover the added costs of hiring staff to be onsite for the facility booking through a fee charged to the user group using our facilities. The [Community Use of Schools administrative procedure](#) outlines that an hourly fee of \$25 per hour will be charged to every outside user group to help cover salaries and employee benefits. To help manage the school division's staffing for the user group requests, each school will be limiting requests for the use of their facility to three hours per day, including Saturdays and Sundays.

In order to book the facilities, we have created a form to collect the information we require for the booking including providing proof of insurance. All schools should have a link on their website titled "**Book School Facilities**", which can be found under the Contact drop down menu at the top of their page.



The link will take the user to an "**Outside User Policy / Application for Use of School Facilities**" form that is required to be filled out to book the facility. A link to this booking form is also included in the Administrative Procedure.

Once completed, the form will be sent to the school principal to review automatically. The user will then be notified once a decision has been made by the principal. At this point, the form is designed to only accept single bookings, so users will have to submit multiple requests if requesting multiple bookings at the same time.

We hope the above provides an understanding as to the required changes to the Community Use of Schools procedures. Let me know if you have any questions.

Sincerely,
Kevin Zabowski, CPA, CGA

Kevin Zabowski
Secretary-Treasurer
Southwest Horizon School Division
T: 204-483-6261
C: 204-741-1008
F: 204-522-3776

From: Kevin Zabowski

Sent: April 29, 2022 4:24 PM

To: arrd@mymts.net; admin@melitamb.ca; info@sourisriverrec.com; Debra Turner <rec.edo@mglgov.ca>; admin@delowin.ca; sgmc@mymts.net; Carole Williams <svrc@mts.net>

Cc: Board Members <boardmembers@shmb.ca>; Carolyn Cory <CarolynCory@shmb.ca>

Subject: Southwest Horizon School Division - Community Use of Schools administrative procedure

Good afternoon Recreation Districts.

This email is to inform you that Southwest Horizon School Division has been reviewing our Community Use of Schools administrative procedure. We are providing you with a copy of the procedure to make you aware of some changes from how we have operated in the past.

Prior to the pandemic, the Manitoba School Boards Association Risk Manager informed school divisions that we must have a staff member on site for every community use of schools activity/event for insurance purposes. We can no longer allow a responsible adult from the user group to supervise the activity which means that the school division will need to hire staff to cover the supervision of the community use of school activity. Unfortunately, this additional cost to the division will have to be recovered through a fee charged to the user group using our facilities. As such, you will see that the revised Community Use of Schools administrative procedure sees an hourly fee of \$25 per hour that will be charged to every outside user group for each day our facilities are used to help cover salaries and employee benefits. To help manage the school division's staffing for the user group requests, each school will be limiting requests for the use of their facility to three hours per day, including Saturdays and Sundays.

We still have some work to do to operationalize the revised procedure, including hiring staff and booking procedures, but we wanted to inform you of these necessary changes for the division. We will let you know as soon as we are ready to begin accepting Community Use of School requests again.

Although we regret having to charge a fee for the use of our facilities, we are excited to have our school facilities open for community use again.

Sincerely,

Kevin Zabowski, CPA, CGA

Secretary-Treasurer

Southwest Horizon School Division

T: 204-483-6261

C: 204-741-1008

F: 204-522-3776

Joni Swidnicki

From: Ashley Ryrie <aryrie@vertex.ca>
Sent: Tuesday, September 6, 2022 6:07 PM
To: Norma Will; Joni Swidnicki
Subject: Xplornet Telecommunications Tower Consultation Letter - Bunclody (22L-01059)
Attachments: Bunclody GF_MB6965_Consultation Letter - Oakland-Wawanesa.pdf

Good Afternoon,

Please see attached our Client, Xplornet Communications, Public Consultation letter for the potential tower located in the Municipality of Grassland.

This potential site is just on the border of the Municipality of Oakland-Wawanesa.

Public notification ads have been placed in the Brandon Sun for September 6 & 12 publications.

If you have any questions or concerns, please do not hesitate to contact me.

Thank you,
Ashley Ryrie

Ashley Ryrie
Junior Land Administrator

Vertex Resource Group Ltd.
4240 Blackfoot Trail SE
Calgary, Alberta T2G 4E6

P 780.464.3295 ext.650
D 587.534.0619
C
F

www.vertex.ca

Confidentiality Notice: This message and any attachments are solely for the intended recipient and may contain confidential or privileged information. If you are not the intended recipient, any disclosure, copying, use, or distribution of the information included in this message and any attachment is prohibited. If you have received this communication in error, please notify us by reply email and immediately and permanently delete this message and any attachments. Thank you.



September 6, 2022

Via Email

To: Municipality of Oakland-Wawanesa
106-4th Street, Box 278
Wawanesa, Manitoba R0K 2G0

Re: Proposed Xplornet Communications Facility

Location: NW ¼ 34-6-19 WPM

Site Reference: Bunclody (Brandon Hydro South 2)_MB6965_16066

Vertex File: 22L-01059

This letter serves as notification of Xplornet Communications Inc.'s proposal to construct a new telecommunications facility on privately owned lands within Municipality of Grassland, Manitoba within NW ¼ 34-6-19 WPM, as shown below and on the attached plans.



Xplornet's Proposal

Xplornet is proposing the construction and installation of a self support tower at the above referenced location. The proposed tower will be 45m Tower with a lightning rod. It is a CSA approved, self-supporting lattice tower, engineered for the geological conditions of the site. Antenna equipment required to fulfill the fixed wireless objectives of this site will be mounted upon the tower to achieve maximum signal reliability for Xplornet's subscribers. All other electronics required to operate this site will reside within an engineered, secure, CSA approved 6ft x 8ft (approximate) walk in cabinet (WIC).

This site will have it's own electrical connection to the local utility, but in addition, will have installed, a high-efficiency CSA approved Kohler back-up generator with reserve fuel tanks, designed to deliver uninterrupted signal transmission in the event of power grid failure.

General Tower and Shelter profiles for a typical Xplornet installation are attached to this package, along with a photosimulation showing the tower at this location. The photosimulation is intended to be a close representation and is for conceptual purposes

- d) **Transport Canada's Aeronautical Obstruction Marking Requirements:** Xplornet attests that the proposed tower will be in compliance with Transport Canada / NAV CANADA aeronautical safety requirements. Application has been made to Transport Canada and NAV Canada for approval and the requirements.

Municipal Consultation

Although ISED has jurisdiction over the siting of telecommunications facilities, under CPC-2-0-03-Radiocommunications and Broadcasting Antenna Systems policy, ISED requires service providers to consult with the municipality and the general public regarding new installations. The municipal and public consultation process is intended to provide an opportunity to have land use concerns addressed while respecting federal jurisdiction over the installation and operations of telecommunications systems. Any inquiries that are received as a result of these notifications will be logged and submitted to ISED as part of Xplornet's application. Xplornet has notified the Rural Municipality of Grassland to discuss the facility and advance it through the municipal process requirements.

Additional Information

General information regarding telecommunications systems is available on Industry Canada's Spectrum Management and Telecommunications website (<http://www.ic.gc.ca/towers>)

Public Comment

With respect to the above proposed facility, you are invited to provide written comments by **October 6, 2022** to Xplornet Communications Inc., c/o Vertex Professional Services Ltd. at the email address or mailing address below. Please include a return address or contact information.

Please feel free to contact any of the following should you have any questions or concerns:

COMMENTS SHEET

Xplornet Proposed Telecommunications Facility

Site: Bunclody (Brandon Hydro South 2) MB6965_16066

Site Address: NW ¼ 34-6-19 WPM

Coordinates: Latitude: 49.53202° N; Longitude: -99.95858° W

Name: _____

Address: _____

Telephone: _____ **E-mail:** _____

Comments

To be considered part of this consultation, comments must be received by close of business day on October 6, 2022. Please forward your comments to:

Xplornet Communications Inc.
c/o Vertex Professional Services Ltd.
4240 Blackfoot Trail SE, Calgary, Alberta T2G 4E6
Fax: (403) 244-1202 **Phone:** (403) 229-3969 **E-mail:** telcocommentsab@vertex.ca

* Comments received will form part of ISED Public Consultation Process under the Spectrum Management and Telecommunications Client Procedures Circular CPC-2-0-03, and will be made public as part of a report issued to the Municipality of Grassland and ISED.

Please indicate if you like a response to your comments below : ☐ Yes ☐ No

If you have selected yes, please indicate your preferred method for communication: ☐ Telephone ☐ Email

Continue on next page

bioRxiv preprint doi: <https://doi.org/10.1101/2017.07.17.171559>; this version posted July 17, 2017. The copyright holder for this preprint (which was not certified by peer review) is the author/funder, who has granted bioRxiv a license to display the preprint in perpetuity. It is made available under aCC-BY-NC-ND 4.0 International license.

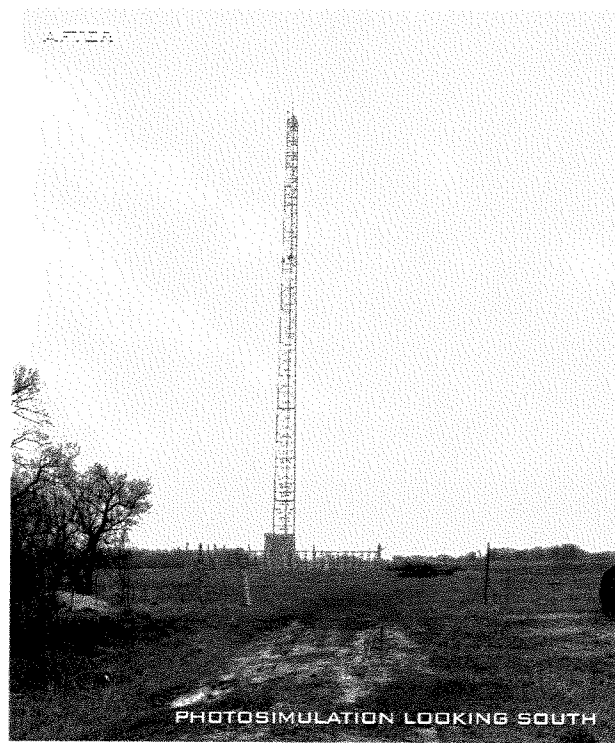


PHOTOSIMULATION

Before Construction



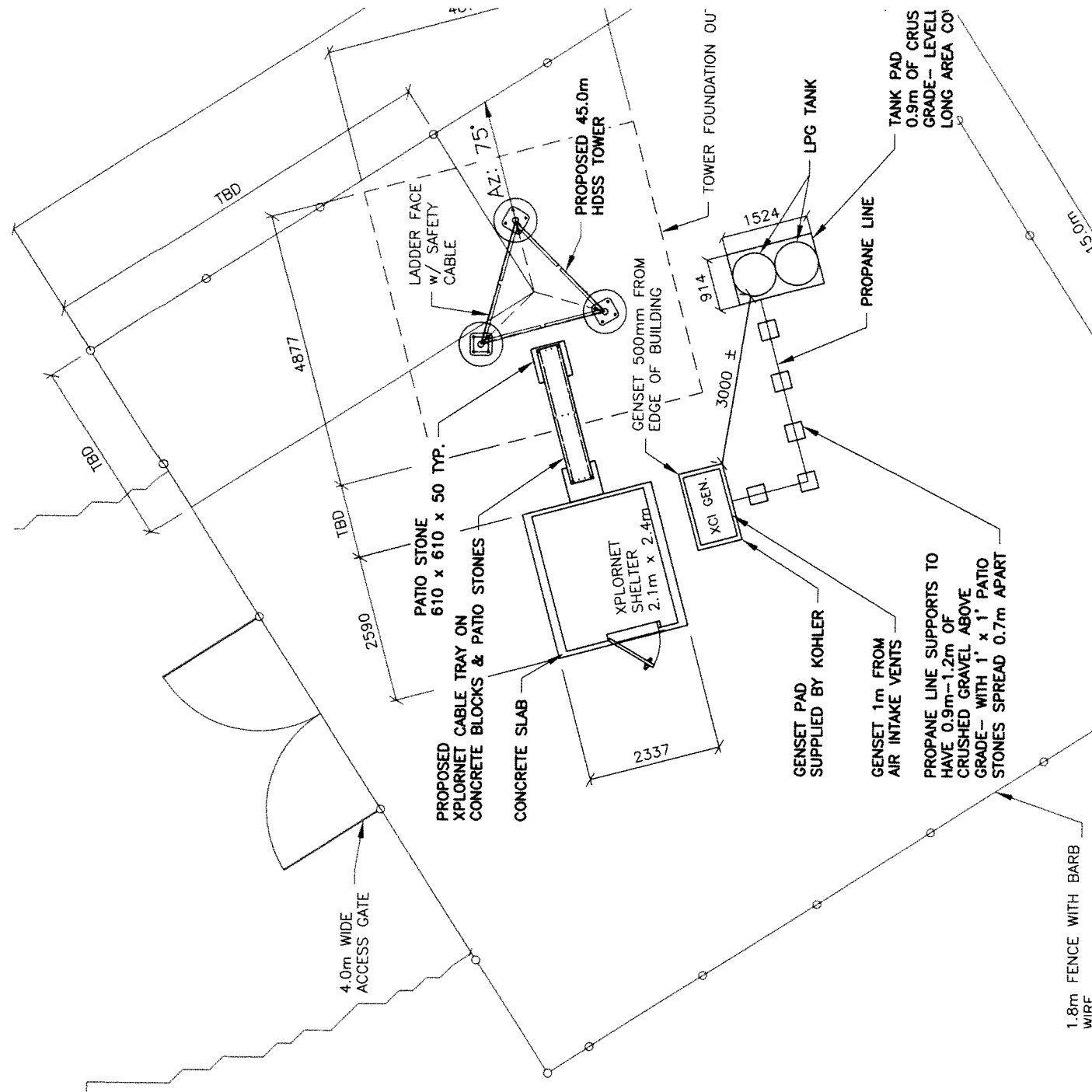
After Construction



*Photo Simulation is a close representation and is for conceptual purposes only – not to scale.
Proposed design is subject to change based on final engineer plans*

The tower will be marked in accordance with Transport Canada Obstruction Marking and NAV Canada requirements

TYPICAL COMPOUND LAYOUT



COMMITTEE REPORT FOR Ward 3 (name of committee)

COUNCIL MEETING DATE September 20, 2022

SUBMITTED BY Councillor Shaun Cory

I would like to report the following:

Communicated with Public Works about some road issues.

Attended vet board meeting

Heard from a resident concerned with a rock dug up by RFNow and left in a hazardous spot for our mowers. Forwarded his concern to Darcy.

Received an email from a resident regarding a partially plugged by beavers. Public works was aware of the situation

Councillor Cory – Ward 3

COMMITTEE REPORT FOR WARD 3

COUNCIL MEETING DATE Tuesday, September 20, 2022

SUBMITTED BY Councillor Sowiak

I would like to report the following:

Reviewed various financial reports, budget documents, statements, bank recs, FCM, AMM and Public Works reports.

Corresponded via email/text with CAO, Councillors and Public Works.

Aug 16th – Attended Monthly Council meeting.

Aug 17th - Attended Sipiweske Museum Board meeting.

Time spent reviewing monthly meeting minutes for the previous and current month.

COMMITTEE REPORT FOR Ward 2 (name of committee)

COUNCIL MEETING DATE September 20, 2022

SUBMITTED BY Councillor Hatch

I would like to report as follows:

Attended Aug council meeting

Responded to council emails

Conferred with PW on roads

Councillor Craig Hatch

COMMITTEE REPORT FOR Ward 1 (name of committee)

COUNCIL MEETING DATE September 20, 2022

SUBMITTED BY Councillor McDonald

I would like to report as follows:

- I attended August Council Meeting
- I reviewed emails from Staff/CAO/Head of Council/Councillors
- I reviewed Public Works updates
- I reviewed Bank Reconciliation's
- I attended Glenboro Municipal Office to sign papers and Cheques regarding the Handi Transit
- I Attended Valley Lodge throughout the month and met with Residents/Secretary Treasurer to sign cheques/papers and address questions and concerns

Anything else I will bring up at Meeting

Councillor Bob McDonald

COMMITTEE REPORT FOR: WARD 1

COUNCIL MEETING DATE: September 20, 2022

SUBMITTED BY: BRETT MCGREGOR

I would like to report the following:

- **Responded to emails and text messages and phone calls from ratepayers on municipal questions.**
- **Reviewed material for regular council meeting.**
- **Reviewed Rec Commission meeting material and attended meeting.**
- **Reviewed bank reconciliations.**
- **Reviewed Public Works update emails.**
- **Corresponded with our engineers and attended meetings on ice plant project.**
- **Worked on grant applications for ice plant project.**
- **Corresponded with ratepayers and office on RFNow rural fibre internet install progress.**

COMMITTEE REPORT FOR HEAD OF COUNCIL

COUNCIL MEETING DATE September 20, 2022

SUBMITTED BY Dave Kreklewich

I would like to report the following:

- **Attended the Municipal office on various occasions to review matters with the CAO as well as reviewing invoices and signing cheques.**
- **Received and reviewed emails from ratepayers and Councillors.**
- **Attended the Southwest Caucus meeting in Boissevain on September 1. Various topics were reviewed relative to healthcare delivery, roads and bridge funding and policing in rural Manitoba.**
- **I had discussions with Cliff Cullen on economic development within our municipality. I requested a review of the road to Green Acres Hutterite Colony and the proposition of paving the road into the colony. There has been considerable expansion of the fire truck manufacturing within their operation and there is now significant traffic into the colony. Mr. Cullen has reviewed this with the Minister for Manitoba Infrastructure. At this time, they would like a proposal from our municipality, with further details on funding models etc. to move the matter forward. Minister Cullen is suggesting a letter be sent to The Manitoba Infrastructure Minister to get the discussion started.**

CHIEF ADMINISTRATIVE OFFICER'S REPORT – September, 2022

Provincial Conference Calls

The conference calls are continuing, with more emphasis on departmental updates.

Property Matters

There have been 22 development permits issued to the end of August. That is down 10 from the same time period in 2021.

Meetings with Members of Council

Discussions continue with members of Council either in person, over the phone, or by email.

Animal Control Issues

The solicitor is working on the warrant required to finalize an animal control issue. Feral cats are becoming an issue in some locations.

Board of Revision

The annual Board of Revision process has commenced. The required advertising was done on September 10 and 17. Anyone wishing to appeal their 2023 assessments have until October 3, 2022 to submit their appeal. The Board will meet on October 18 at 1:30 p.m. if necessary.

Election Information

The required Public Notice has been done for the following:

Candidate Registration (April)
Voters List and Personal Security (May)
Notice of Nominations (August)

There are enough interested individuals willing to work either advance or election day, that all polls are filled.

On August 22, I participated in the second of the three election training sessions. The final session is scheduled for October 3.

Registrations are being submitted by potential candidates and the Nomination Period is September 14 to 20 for potential candidates to submit their nomination papers.

Just a reminder that I have been able to secure Joe Masi to provide some Council orientation on November 8. This is being arranged along with a neighbouring municipality to split expenses, hotel and mileage. The cost for this is included in the council training budget for 2022.

J. Swidnicki
Chief Administrative Officer

FINANCE OFFICER'S REPORT – September 2022

- I posted the journal entries for the property taxes for 55 municipally owned properties.
- I updated our Tax Program so that it is now up to date as of the end of August 2022 with LTO/Transfer of Land and other information from the MMO site.
- Semi-annual GST rebate calculation for January to June 2022 has been completed and submitted
- We have received the final approval from PUB for the new Wawanesa Water and Wastewater Utility rates that take affect January 1, 2023. Notices of the change in rates will be sent out with the October billing.
- I have spent a lot of time finishing up with Sensus auditors, answering follow up questions, and providing information for both the Municipal and the Souris River Rec year-end audits.
- Supplementary taxes were all completed and mailed out and posted in the Tax Program. Assessment then notified us that they had missed entries that resulted in adjustments needing to be done to two more rolls. We have received one application for appeal of added supplementary taxes.
- The Tax Sale process continues for the three rural properties. TAXervice is proceeding with service of Second Notice. The Notices will be posted on the properties.

Elaine McGregor
Finance Officer



Public Works Report
Oakland-Wawanesa Council Meeting Sept 20, 2022
Submitted by Darcy Ketsman

Public Works Ongoing

- Graders are out grading and building up dirt roads
- Gravel truck is in operation and is spot spreading and building up dirt roads
- Fred Gilbert Trucking has completed gravel spreading for the season
- Culverts at Firehall replaced and intersection widened
- Spot repairs at the intersections from the gravel roads to highways will commence
- 90% of DFA sites are completed, working on submitting claim
- Profile Paving scheduled for pavement patches and overlays
- Water meter audit is in progress and about 80% completed
- Green Team students are done for this year

Municipal Water Wells

- No issues to report

Transfer Stations

- New bin barriers are in process of being fabricated for both WTS sites

Nesbitt Maintenance Shop

- No issues to report

Wawanesa Office

- No issues to report

Equipment

- New JD 772GP grader is using some engine oil, no leaks detected, and we continue to monitor it with Brandt

Oakland-Wawanesa Fire Dept Mounthly Report 2022

Jan

| Call# | Date | Time | Function/Event/Practise | Location | Personnel | Equipment |
|-------|-------------|----------|------------------------------------|-----------|-----------|-----------|
| 22-01 | 8 Jan 2022 | 20:45:00 | Medical Assist | Wawanesa | 12 | 4 Units |
| | 10 Jan 2022 | 16:30:00 | Equipment checks | fire hall | 4 | |
| | 11 Jan 2022 | 18:30:00 | Hydrant clean outs | Wawanesa | 4 | |
| 22-02 | 15 Jan 2022 | 16:31:00 | Structure fire 408 4 th | Wawanesa | 16 | 5 Units |

Feb

| | | | | | | |
|-------|-------------|----------|----------------------|------------|----|---------|
| | 8 Feb 2022 | 18:30:00 | Fire Training | fire hall | 4 | |
| | 10 Feb 2022 | 19:00:00 | Fire Training | fire hall | | |
| 22-03 | 2022-02-22 | 12:30:00 | MVC Pth#10 & #2 | oakland | 15 | 4 Units |
| 22-04 | 2022-02-22 | 13:32:00 | MVC Mutual aid Minto | Whitewater | 10 | 3 Units |

Mar

| | | | | | | |
|-------|------------|----------|---------------------|--------------|----|---------|
| 22-05 | 2022-03-07 | 21:30:00 | Hydro pole fire | Southcypress | 10 | 2 Units |
| 22-06 | 2022-03-10 | 14:51:00 | MVC 530 & #2 | Southcypress | 10 | 4 Units |
| | 2022-03-15 | 16:00:00 | Ice rescue training | Ninette | 10 | 2 Units |
| | 2022-03-16 | 16:00:00 | Ice rescue training | Ninette | 9 | 2 Units |
| | 2022-03-21 | 16:00:00 | Pre delivery Unit 4 | Acres | 2 | 0 |
| | 2022-03-24 | 09:00:00 | Unit 3 Safety | Wawanesa | 1 | 1 Unit |
| | 2022-03-28 | 09:00:00 | Unit 2 Safety | Wawanesa | 1 | 1 Unit |

Apr

| | | | | | | |
|-------|------------|----------|-------------------|-----------|----|---------|
| | 2022-04-03 | 19:00:00 | Truck Inspection | firehall | 7 | |
| 22-07 | 2022-04-08 | 23:41:00 | 405 cliff st fire | Wawanesa | 18 | 5 Units |
| 22-08 | 2022-04-09 | 07:57:00 | MVC #10 | oakland | 13 | 5 Units |
| | 2022-04-12 | 19:00:00 | CPR | fire hall | 12 | |
| 22-09 | 2022-04-20 | 18:19:00 | Vehicle Fire | oakland | 12 | 5 Units |
| | 2022-04-26 | 19:00:00 | CPR | fire hall | 5 | |
| | 2022-04-28 | 19:00:00 | CPR | fire hall | 5 | |

May

| | | | | | | |
|-------|------------|----------|-------------------------------------|-----------|----|---------|
| | 2022-05-02 | 19:00:00 | CPR | fire hall | 10 | |
| | 2022-05-05 | 19:00:00 | Hydrant Training | Wawanesa | 7 | |
| | 2022-05-09 | 19:00:00 | Truck Inspection | fire hall | 8 | |
| | 2022-05-11 | 17:00:00 | New truck Training | oakland | 16 | |
| 22-10 | 2022-05-26 | 20:27:00 | 124-6 th st furnace fire | Wawanesa | 9 | 4 Units |
| 22-11 | 2022-05-27 | 09:41:00 | Vehicle Fire | oakland | 10 | 5 Units |
| 22-12 | 2022-05-27 | 11:50:00 | Medical Assist | Wawanesa | 2 | 1 Unit |

June

| | | | | | | |
|--|------------|----------|------------------|-----------|----|---------|
| | 2022-06-09 | 19:00:00 | Rope training | fire hall | 16 | 5 Units |
| | 2022-06-14 | 19:00:00 | Equipment checks | fire hall | 10 | |

July

| | | | | | | |
|-------|------------|----------|----------------------|-----------|----|---------|
| | 2022-07-04 | 19:00:00 | Equip Checks & Train | fire hall | 12 | |
| | 2022-07-09 | 07:00:00 | Pancake Fundraiser | fire hall | 16 | |
| 22-13 | 2022-07-30 | 18:19:00 | Vehicle fire | oakland | 7 | 3 Units |

August

Sheet1

| | | | | | | |
|-------|------------|----------|---------------------------|----------|----|---------|
| | 2022-08-01 | 09:00:00 | install air primer | Acres | 2 | 1 Unit |
| 22-14 | 2022-08-04 | 14:18:00 | Fire Alarm 518 Commercial | Wawanesa | 7 | 4 Units |
| | 2022-09-04 | 09:00:00 | Unit 1 to Maxim | Brandon | 1 | 1 Unit |
| 22-15 | 2022-08-08 | 13:02:00 | Fire Alarm 518 Commercial | Wawanesa | 7 | 5 Units |
| 22-16 | 2022-08-09 | | Fire Alarm 518 Commercial | Wawanesa | 9 | 5 Units |
| | 2022-08-09 | 19:00:00 | Training Cargil | oakland | 14 | 5 Units |
| 22-17 | 2022-08-21 | | Fire Alarm 518 Commercial | Wawanesa | 7 | |
| 22-18 | 2022-08-28 | 15:50:00 | Pole fire treesbank rd | oakland | 3 | 1 Unit |
| 22-19 | 2022-08-28 | 17:03:00 | Alarm 508 George st | Wawanesa | 11 | 5 Units |

Sept

| | | | | | | |
|-------|------------|----------|----------------------|----------|----|---------|
| 22-20 | 2022-09-01 | 14:32:00 | dumpster fire school | Wawanesa | 11 | 5 Units |
| | 2022-09-06 | | Fire memorial | winnipeg | 3 | |
| | 2022-09-07 | 19:00:00 | Fire training | Wawanesa | 17 | |
| | | | | | | |
| | | | | | | |

COMMITTEE REPORT FOR Vet Board (name of committee)

COUNCIL MEETING DATE September 20, 2022

SUBMITTED BY Councillor Shaun Cory

I would like to report the following:

Vet board member and administrator Linda Ryckman passed away after a battle with cancer. Her loss is deeply felt by the board and community. The board met to deal with changing signing authority and putting forth possible replacements.

Approval was given for purchase of a used refrigerator to replace one that has been malfunctioning.

Shaun Cory – Board Member

Municipality of Oakland-Wawanesa
By-Law No. 16-2021

BEING a by-law of the Municipality of Oakland-Wawanesa to establish water and wastewater rates for the Wawanesa Water and Wastewater Utility;

WHEREAS the Municipality of Oakland-Wawanesa owns and operates a water and wastewater facility within the limits of the Urban area of Wawanesa,

AND WHEREAS Section 232 (1) and (2) and 252 (1) of The Municipal Act, S.M. 1996, c. 58, provides in part as follows:

232(1) A council may pass by-laws for municipal purposes respecting the following matters:

(l) public utilities;

232(2) Without limiting the generality of subsection (1), a council may in a by-law passed under this Division....

(d) establish fees or other charges for services, activities or things provided or done by the municipality or for the use of property under the ownership, direction, management or control of the municipality;

252(1) A municipality exercising powers in the nature of those referred to in clauses 250(2)(b), (c) and (e) may set terms and conditions in respect of users, including

(a) setting the rates or amounts of deposits, fees and other charges, and charging and collecting them;

AND WHEREAS it is deemed advisable to provide rates for January 1, 2023 and January 1, 2024 and January 1, 2025 and thereafter to be paid by persons to whom water wastewater services are supplied by the Utility and to provide for the collection thereof;

NOW THEREFORE be it and it is hereby passed and enacted as a by-law of the Municipality of Oakland-Wawanesa in council duly assembled as follows:

- 1) THAT all accounts for minimum quarterly charges for metered services for the Wawanesa Utility as set forth in the Schedule of Quarterly Rates shall be billed quarterly. Consumers shall pay for water and wastewater service supplied to them by the Utility at the rates and terms set out in Schedule "A" attached hereto and forming part of this by-law.
- 2) THAT no person shall wilfully or maliciously hinder or cause to hinder the Municipality of Oakland-Wawanesa or its representative in the exercise of their duties in relation to the operation and maintenance of the water or wastewater system.

- 3) THAT the Municipality of Oakland-Wawanesa reserves the right to discontinue the supply of water for fountains, jets, hoses and sprinklers, or to limit the hours for the use of the same, whenever, at the discretion of council, it is in the best interest of the public.
- 4) THAT any person violating any provision of this by-law shall:
 - a) be guilty of an offence and, upon conviction, liable to a fine not exceeding one thousand dollars (\$1,000) and costs for each violation;
 - b) be liable to the Municipality of Oakland-Wawanesa for any expense, loss or damage suffered by the Municipality as a result of the violation;
 - c) be liable for the repairs and costs of the repairs to the system as a result of the violation. If that person is in default of effecting the repairs, the Municipality may affect the repairs and charge the cost thereof to that persons, or add the cost to property taxes and collect those property taxes in the same manner as other property taxes.
- 5) This by-law and rates for January 1, 2023, January 1, 2024 and January 1, 2025 and thereafter, shall come into force and be effective on, from and after both approval of the Public Utilities Board of Manitoba and receipt of third and final reading thereof.
- 6) That By-law #519 of the Municipality of Oakland-Wawanesa be repealed as of January 1, 2023 and upon final approval of this By-law by the Public Utilities Board of Manitoba.

DONE AND PASSED by Council in meeting duly assembled this day of
, 2022.

Head of Council

Chief Administrative Officer

Read a first time this 28th day of September, 2021

Read a second time this 21st day of December, 2021

Read a third time this day of ,2022

MUNICIPALITY OF OAKLAND-WAWANESA
SCHEDULE "A" – BY-LAW NO. 16-2021
SCHEDULE OF QUARTERLY RATES

1. Schedule of Commodity Rates & Quarterly Service Charge

January 1, 2023

Rates per 1,000 Gallons

1,000 Gallons per quarter

| Water | Wastewater | Water & Wastewater |
|---------|------------|--------------------|
| \$12.02 | \$6.64 | \$18.66 |

Quarterly Service Charge \$15.32

2. Minimum Charges per Quarter

Notwithstanding the rates set forth in paragraph 1, all customers will pay the applicable minimum charges per quarter set out below, which includes the water allowance as listed.

a) Water & Wastewater Customers

| Meter Size | Group Capacity Ratio | Water Included Gallons | Customer Service Charge | Water Commodity Charge | Wastewater Commodity Charge | Water & Wastewater Total Quarterly Minimum |
|------------|----------------------|------------------------|-------------------------|------------------------|-----------------------------|--|
| 5/8 inch | 1 | 3,000 | \$15.32 | \$36.06 | \$19.92 | \$71.30 |
| 3/4 inch | 2 | 6,000 | \$15.32 | \$72.12 | \$39.84 | \$127.28 |
| 1 inch | 4 | 12,000 | \$15.32 | \$145.24 | \$79.68 | \$239.24 |
| 1 1/2 inch | 10 | 30,000 | \$15.32 | \$360.60 | \$199.20 | \$575.12 |
| 2 inch | 25 | 75,000 | \$15.32 | \$901.50 | \$498.00 | \$1,414.82 |

b) Water Only Customers

The minimum charge will be the same for each meter size as shown above but the Wastewater Commodity Charge will be excluded.

c) Wastewater Only Customers

| | | |
|-----------------------------|-----------------------------------|--------------|
| Quarterly charges shall be: | Service Charge | \$15.32 |
| | Wastewater charge - 9,000 Gallons | <u>59.76</u> |
| | | \$75.08 |

3. Lagoon Tipping Fees

Lagoon Tipping Fees are \$30 per 1,000 gallons.

1. Schedule of Commodity Rates &
Quarterly Service Charge
Rates per 1,000 Gallons

January 1, 2024

1,000 Gallons per quarter

| Water | Wastewater | Water & Wastewater |
|---------|------------|--------------------|
| \$15.74 | \$6.03 | \$21.77 |

Quarterly Service Charge \$14.99

2. Minimum Charges per Quarter

Notwithstanding the rates set forth in paragraph 1, all customers will pay the applicable minimum charges per quarter set out below, which includes the water allowance as listed.

a) Water & Wastewater Customers

| Meter Size | Group Capacity Ratio | Water Included Gallons | Customer Service Charge | Water Commodity Charge | Wastewater Commodity Charge | Water & Wastewater Total Quarterly Minimum |
|---------------|----------------------------|------------------------------|-------------------------------|------------------------------|-----------------------------------|--|
| 5/8 inch | 1 | 3,000 | \$14.99 | \$47.22 | \$18.09 | \$80.30 |
| 3/4 inch | 2 | 6,000 | \$14.99 | \$94.44 | \$36.18 | \$145.61 |
| 1 inch | 4 | 12,000 | \$14.99 | \$188.88 | \$72.36 | \$276.23 |
| 1 1/2 inch | 10 | 30,000 | \$14.99 | \$472.20 | \$180.90 | \$668.09 |
| 2 inch | 25 | 75,000 | \$14.99 | \$1,180.50 | \$452.25 | \$1,647.74 |

a) Water Only Customers

The minimum charge will be the same for each meter size as shown above but the Wastewater Commodity Charge will be excluded.

b) Wastewater Only Customers

| | | |
|-----------------------------|-----------------------------------|--------------|
| Quarterly charges shall be: | Service Charge | \$14.99 |
| | Wastewater charge - 9,000 Gallons | <u>54.27</u> |
| | | \$69.26 |

3. Lagoon Tipping Fees

Lagoon Tipping Fees are \$35 per 1,000 gallons.

1. Schedule of Commodity Rates & Quarterly Service Charge

January 1, 2025

Rates per 1,000 Gallons

1,000 Gallons per quarter

| Water | Wastewater | Water & Wastewater |
|---------|------------|--------------------|
| \$19.45 | \$5.41 | \$24.86 |

Quarterly Service Charge \$14.67

2. Minimum Charges per Quarter

Notwithstanding the rates set forth in paragraph 1, all customers will pay the applicable minimum charges per quarter set out below, which includes the water allowance as listed.

b) Water & Wastewater Customers

| Meter Size | Group Capacity Ratio | Water Included Gallons | Customer Service Charge | Water Commodity Charge | Wastewater Commodity Charge | Water & Wastewater Total Quarterly Minimum |
|------------|----------------------|------------------------|-------------------------|------------------------|-----------------------------|--|
| 5/8 inch | 1 | 3,000 | \$14.67 | \$58.35 | \$16.23 | \$89.25 |
| 3/4 inch | 2 | 6,000 | \$14.67 | \$116.70 | \$32.46 | \$163.83 |
| 1 inch | 4 | 12,000 | \$14.67 | \$233.40 | \$64.92 | \$312.99 |
| 1 1/2 inch | 10 | 30,000 | \$14.67 | \$583.50 | \$162.30 | \$760.47 |
| 2 inch | 25 | 75,000 | \$14.67 | \$1,458.75 | \$405.75 | \$1,879.17 |

a) Water Only Customers

The minimum charge will be the same for each meter size as shown above but the Wastewater Commodity Charge will be excluded.

c) Wastewater Only Customers

| | | |
|-----------------------------|-----------------------------------|--------------|
| Quarterly charges shall be: | Service Charge | \$14.67 |
| | Wastewater charge - 9,000 Gallons | <u>48.69</u> |
| | | \$63.36 |

3. Lagoon Tipping Fees

Lagoon Tipping Fees are \$40 per 1,000 gallons.

The following clauses take effect January 1, 2023:

4. Service to Customers Outside Utility's Limits

- a. The Council of the Municipality of Oakland-Wawanesa may sign Agreements with customers for the provision of water and Wastewater services to properties located outside the boundaries of Wawanesa Utility. Such Agreements shall provide for payment of the appropriate rates set out in this Schedule, as well as a surcharge, set by Resolution of Council, which shall be equivalent to the frontage levy, general taxes, and special taxes for the Utility purposes in effect at the time or may be in effect from time to time, and which would be levied on the property concerned if it were within Wawanesa Utility boundaries. In addition, all costs of connecting to the Utility's mains, and installing and maintaining service connections, will be paid by the customer.
- b. All costs of connecting to the Utility's water and Wastewater mains and installing service connections will be paid by the customer.

5. Billings and Penalties

Accounts shall be billed quarterly based on water used. A late payment penalty charge of 1 ¼% compounded monthly shall be charged on the dollar amount owing after the billing due date. The due date will be at least fourteen (14) days after the mailing of the bills.

6. Disconnection and Reconnection

The Public Utilities Board has approved the Conditions Precedent to be followed by the Municipality with respect to disconnection of service for non-payment including such matters as notice and the right to appeal such action to The Public Utilities Board. A copy of the conditions precedent is available for inspection at the Municipality's office.

Any service disconnected at the Utility Customer's request or due to non-payment of account shall not be reconnected until all arrears, penalties and a reconnection fee of \$50.00 have been paid.

7. Liability for Charges

Pursuant to Section 252 (2) of the Municipal Act, the amount of all outstanding charges for water and Wastewater services, including fines and penalties, are a lien and charge upon the land serviced, and may be collected in the same manner in which ordinary taxes upon the land are collectible, and with like remedies

8. Hydrant Charges

The Municipality of Oakland-Wawanesa, or any other hydrant owner, will pay to the Wawanesa Utility a fee of \$250 per hydrant for the purpose of maintaining and repairing all fire hydrants connected to the system which shall include the cost of water used for firefighting.

9. Water Allowance Due to Line Freezing

That in any case where, at the request of Council, a customer allows water to run continuously for any period of time to prevent the water lines in the water system from freezing, the charge to that customer for the current quarter shall be the average of the billings for the last two previous quarters to the same customer, or to the same premises if the occupant has changed.

10. Water Meters

Water meters are owned by the Municipality but are the responsibility of the utility customer to maintain. If the water meter is broken, frozen, etc., the utility customer will be billed for a new meter at the current cost of replacement.

When a meter ceases to function and a correct reading cannot be recorded, the charge to that customer for the current quarter shall be the average of the billings for the last four quarters to the same customer or to the same premises if the occupant has changed.

11. Meter Testing

That in any case where a utility customer requests that a meter be tested for accuracy, the customer will provide the Municipality with a deposit of \$150. The Municipality will then remove the subject meter and send it to an independent lab for testing. If the meter is found to be faulty, all costs associated with the testing process will be borne by the Municipality and the deposit will be refunded to the customer and the customer's account will be adjusted for the preceding four (4) months. If the meter is found to be in proper working order, all costs associated with the testing process will be borne by the customer and the customer will be billed or refunded any balance owing.

12. Cross Connections

No customer or person shall connect, cause to be connected or allow to remain connected any piping, fixture, fitting, container or appliance in a manner which under any circumstances may allow water, wastewater or any harmful liquid or substance to enter the Municipality's water system.

If a condition is found to exist which, in the opinion of the Municipality, is contrary to the aforesaid, the Municipality may either:

Shut off the service or services; or

Give notice to the customer to correct the fault at his or her own expense within a specified time period.

13. Conditions of Disrepair

In the event that there are conditions of disrepair in the Wastewater and water works on a property that detrimentally affects the system as a whole and, upon the failure of the owner of the property to correct the condition within a reasonable time, the Municipality, or its agents, may enter the property, effect repairs and charge the cost thereof against the subject property as ordinary taxes.

14. Authorization for Officer to Enter Upon Premises

The Public Works Supervisor, or other employee authorized by the Municipality in the absence of the Public Works Supervisor, shall be authorized to enter upon any premise for the purpose of:

Affixing to any pipe, wire or apparatus connected with any such utility, a meter or any other measuring or testing device; or taking readings from, repairing, inspecting or removing any meter or apparatus belonging to the Municipality.

September 9, 2022

Joni Swidnicki
Chief Administrative Officer
Municipality of Oakland-Wawanesa
Box 28
Nesbitt, MB R0K 1P0

Dear Joni Swidnicki:

**Re: Municipality of Oakland-Wawanesa – Wawanesa Water and Wastewater
Utility – Revised Rates Effective January 1, 2023**

Please find enclosed a certified copy of Public Utilities Board (Board) Order No. 101/22.
Please review the Order for full details.

Please note the Municipality of Oakland-Wawanesa is required to follow the below directives:

1. The revised water and wastewater rates for the Municipality of Oakland-Wawanesa, Wawanesa Water and Wastewater Utility, BE AND ARE HEREBY APPROVED in accordance with the attached Schedule A, effective January 1, 2023, January 1, 2024, and January 1, 2025.
2. The Shared Cost Allocation Methodology for the Municipality of Oakland-Wawanesa BE AND IS HEREBY APPROVED.
3. The Municipality of Oakland-Wawanesa is to provide a notice of the decisions found in this Order to its customers as soon as possible, with a copy provided to the Public Utilities Board.
4. The Municipality of Oakland-Wawanesa amend its water and wastewater rate By-Law to reflect the decisions in this Order and submit a copy to the Board once it has received third and final reading.

400 – 330 Portage Avenue
Winnipeg, MB R3C 0C4
T 204-945-2638 / 1-866-854-3698
F 204-945-2643
Email: publicutilities@gov.mb.ca
Website: www.pubmanitoba.ca

330, avenue Portage, pièce 400
Winnipeg (Manitoba) Canada R3C 0C4
Tél. 945-2638 / 1-866-854-3698
Télé. 945-2643
Courriel : publicutilities@gov.mb.ca
Site Web: www.pubmanitoba.ca

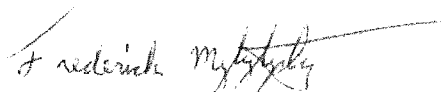
5. The Municipality of Oakland-Wawanesa review its water and wastewater rates for the Wawanesa Water and Wastewater Utility for adequacy and file a report with the Public Utilities Board, as well as an application for revised rates if required, by no later than December 31, 2025.
6. The Municipality of Oakland-Wawanesa submit an update to the Board on unaccounted for water levels and any revised plans to address by September 1, 2023.

You will note fees owing regarding the Order amount to \$500.00.

Please make your cheque payable to the Minister of Finance. There will be no separate invoice issued. The Board Order is the invoice and amounts owed are stated within. Please quote the Board Order number with payment.

If you have any questions about the requirements contained in the Order, please do not hesitate to contact me.

Yours truly,

A handwritten signature in black ink, appearing to read "Frederick Mykytyshyn", with a long horizontal flourish extending to the right.

Frederick Mykytyshyn
Assistant Associate Secretary

Encl.

Order No. 101/22

**MUNICIPALITY OF OAKLAND-WAWANESA
WAWANESA WATER AND WASTEWATER UTILITY REVISED RATES
EFFECTIVE JANUARY 1, 2023**

SEPTEMBER 9, 2022

**BEFORE: Marilyn Kapitany B. Sc. (Hons.), M. Sc., Panel Chair
Mike Watson, Panel Member**

Table of Contents

| | | |
|-----|---|----|
| 1.0 | Executive Summary..... | 3 |
| 2.0 | Background | 3 |
| | Water Supply/Distribution | 4 |
| | Wastewater Collection/Treatment..... | 4 |
| | Unaccounted for Water..... | 4 |
| 3.0 | Application..... | 5 |
| | Contingency Allowance and Utility Reserves..... | 7 |
| | Working Capital Surplus/Deficit | 7 |
| | Cost Allocation Methodology | 8 |
| 4.0 | Board Findings | 9 |
| 5.0 | IT IS HEREBY ORDERED THAT:..... | 10 |
| | SCHEDULE A..... | 12 |

1.0 Executive Summary

By this Order, the Public Utilities Board (Board) approves the revised water and wastewater rates for the Municipality of Oakland-Wawanesa (Municipality), Wawanesa Water and Wastewater Utility (Utility), effective January 1, 2023, January 1, 2024, and January 1, 2025.

The approved rates are as follows:

| | Current Rates | January 1, 2023 | January 1, 2024 | January 1, 2025 |
|---|------------------|--------------------|--------------------|--------------------|
| Quarterly Service Charge | \$15.65 | \$15.32 | \$14.99 | \$14.67 |
| Water (per 1,000 gallons) | \$8.30 | \$12.02 | \$15.74 | \$19.45 |
| Wastewater (per 1,000 gallons) | \$7.25 | \$6.64 | \$6.03 | \$5.41 |
| Minimum Quarterly Charge* | \$62.30 | \$71.30 | \$80.30 | \$89.25 |
| Minimum Quarterly Charge – Wastewater Only** | \$73.65 | \$75.08 | \$69.26 | \$63.36 |
| Bulk Water (per 1,000 gallons)*** | \$17.50 | - | - | - |
| Lagoon Tipping Fee | - | \$30.00 | \$35.00 | \$40.00 |
| Hydrant Rental | \$125.00 | \$250.00 | \$250.00 | \$250.00 |

*Based on 3,000 gallons

**Current rates based on 8,000 gallons. Approved rates based on 9,000 gallons.

***Prorated for all quantities greater than 500 gallons. Minimum charge \$9.65 for quantities of 500 gallons or less.

Details of other rates may be found in the attached Schedule A.

Rationale for the Board's decisions may be found under the heading Board Findings below.

2.0 Background

The Municipality operates the Utility serving 243 metered, water and wastewater customers, 1 water only customer, and 7 wastewater only customers (or a total of 251 customers). Rates were last approved for the Utility in 2012 in Board Order No. 81/12, with the last increase occurring January 1, 2012. In the Order, the Board also approved the recovery of a 2010 actual operating deficit of \$11,985.

Water Supply/Distribution

The Utility obtains raw water from four wells adjacent to the Souris River. The main water treatment processes at the Wawanesa water treatment plant includes chlorination, manganese greensand filtration, and ultraviolet (UV) filtration before storage and distribution. There are two in-ground reservoirs at the water treatment plant site.

There have been issues with water main breaks leading to high unaccounted for water volumes. The Utility notes that Operating staff are aware of the problems and have been working on improvements using water leak detection programs and water main repairs.

Wastewater Collection/Treatment

The wastewater system was constructed in the 1970s. A new two-cell wastewater lagoon was constructed in 2017 at a cost, including piping, of \$3.0 million.

Unaccounted for Water

The acceptable percentage of unaccounted for water is 10%, based on industry standards. If the percentage is above this amount, the applicant is to explain why and provide a plan to remedy.

The unaccounted for water noted in the Municipality's rate study is 43% as of 2020 and does not fall within the acceptable percentage noted above. The Utility advises that they use a sonar microphone for regular leak detection, have contracted services for leak detection using a sound correlator device, will be checking the calibration of the water treatment plant outflow meter, and are going door-to-door to check customer water meter connections.

3.0 Application

On November 25, 2021, the Municipality applied for revised water and wastewater rates for the Utility. The Application was accompanied by a rate study prepared by the Municipality's consultant and By-Law No. 16-2021, having had first reading on September 28, 2021. Council Resolution Nos. 452-2021 and 453-2021 were received by the Board on December 31, 2021 supporting second reading of the By-Law on December 21, 2021 to revise the requested hydrant rental fee.

A Public Notice of Application was issued on November 30, 2021 allowing for any questions or comments with respect to the proposed rate increases to the Board and/or the Municipality on or before December 30, 2021. No responses to the Notice were received.

When reviewing an application the Board can either: hold a public hearing at which the applicant can present its case and customers can present their concerns; or where it is deemed to be in the best interests of a utility and its customers, the Board can review the application using a paper review process without holding a public hearing. The paper review process considers all written materials submitted by the Utility and the public, as well as any information requests and responses between the Board and the Utility. This process may reduce regulatory costs to the Utility.

A public hearing process allows the Utility and the public the opportunity to review the application and address any concerns with the Board present.

Whenever reasonable, the Board will review the application using a paper review process, which saves the cost of a public hearing process. The Board has chosen a paper review process for the Municipality's application.

The rates were calculated based on the following projections using an annual inflation rate of 2% in all calculations:

| Schedule of Utility Rate Requirements Municipality of Oakland-Wawanesa – Wawanesa Water and Wastewater Utility 2023 to 2025 Budget Forecasts (\$) | | | | |
|---|-------------------------------|----------------|------------------|----------------|
| | | 2023 | 2024 Forecast | 2025 |
| General Expenses | | | | |
| | Administration | 15,310 | 15,616 | 15,929 |
| | Total General Expenses | 15,310 | 15,616 | 15,929 |
| Revenue | | | | |
| | Penalties | 1,200 | 1,200 | 1,200 |
| | Total General Revenues | 1,200 | 1,200 | 1,200 |
| | Net Costs General | 14,110 | 14,416 | 14,729 |
| Water Expenses | | | | |
| | Purification and Treatment | 27,050 | 27,591 | 28,143 |
| | Transmission and Distribution | 78,936 | 80,515 | 82,125 |
| | Amortization | 27,026 | 24,812 | 24,562 |
| | Contingency | 10,551 | 10,551 | 10,551 |
| | Reserve | 30,000 | 30,000 | 30,000 |
| | Total Water Expenses | 173,563 | 173,469 | 175,381 |
| Revenue | | | | |
| | Hydrant Rentals | 4,750 | 4,750 | 4,750 |
| | Total Water Revenue | 4,750 | 4,750 | 4,750 |
| | Net Water Costs | 168,813 | 168,719 | 170,631 |
| Wastewater Expenses | | | | |
| | Collection System | 10,404 | 10,612 | 10,824 |
| | Treatment and Disposal | 24,150 | 24,633 | 25,126 |
| | Lift Station | 3,641 | 3,714 | 3,789 |
| | Amortization | 108,550 | 110,000 | 110,518 |
| | Interest on Long-Term Debt | 28,453 | 25,693 | 22,840 |
| | Contingency | 3,934 | 3,934 | 3,934 |
| | Reserve | 30,000 | 30,000 | 30,000 |
| | Total Wastewater Expenses | 209,105 | 208,586 | 207,031 |
| Revenue | | | | |
| | Tipping Fees | 350 | 400 | 400 |
| | Total Wastewater Revenue | 350 | 400 | 400 |
| | Net Wastewater Costs | 208,755 | 208,186 | 206,631 |
| | Net Operating Costs | 391,678 | 391,321 | 391,991 |

The proposed Utility rate increases are primarily required to provide for increased utility expenses and a reserve fund to provide for an annual waterline replacement program.

Contingency Allowance and Utility Reserves

As per the Board's Water and Wastewater Rate Application Guidelines, a yearly allowance equal to 10% of the variable operating costs is recommended for a contingency allowance.

The Municipality has included an annual contingency allowance of \$10,551 for water and \$3,934 for wastewater, or a total annual contingency allowance of \$14,485, in its application.

The Municipality included a continued annual reserve allowance of \$60,000 in its application to provide for an annual waterline replacement program.

Working Capital Surplus/Deficit

Board Order No. 93/09 established that utilities should maintain a minimum working capital surplus, in an amount equal to 20% of annual expenses. The working capital surplus/deficit is defined as the Utility fund balance, excluding any capital related items plus Utility reserves.

As per the 2020 Audited Financial Statements, the most recent information available, the working capital deficit for the Utility at December 31, 2020 was:

| | 2020 |
|---|------------------|
| Utility Fund Surplus/Deficit | \$2,645,132 |
| Deduct: Tangible Capital Assets | 3,486,409 |
| Add: Long-Term Debt | 1,003,156 |
| Add: Utility Reserves | 36,278 |
| Equals Working Capital Surplus (Deficit) | \$198,157 |
| Operating Expenses | 314,712 |
| 20% of Operating Expenses (Target) | \$62,942 |

The Utility meets the Board minimum working capital surplus of 20%.

Cost Allocation Methodology

The Board requires all municipal governments to review the costs shared between its general operations and the Utility, and to allocate appropriate and reasonable costs to the Utility, based on a policy known as a Cost Allocation Methodology. This allocation must be submitted to the Board for approval and cannot be changed without receiving approval from the Board. The Board's requirements regarding cost allocation methodologies can be found in Board Order No. 93/09.

The Municipality's allocation plan for shared costs is as follows:

| Municipality of Oakland-Wawanesa Wawanesa Water and Wastewater Utility Allocation Plan for Non-Direct Shared Services (see Note 1) as at August, 2021 | | | |
|--|---|---------|--|
| Category | Sub-category | Options | |
| 1.0 Administrative Staff | | | 3.0% of general legislative expenses excluding assessment and grant expenses |
| | 1.1 Billing services – meter reading to receipting and collection. | | Meter reading – N/A; receipting and collection part of admin. staff allocation |
| | 1.2 Accounting/ auditing/ including bylaw making and enforcement. | | 3.0% of audit costs |
| | 1.3 Common office space | | 3.0% of office costs, utilities |
| | 1.4 Office overheads (telephone, photocopier, computer, etc.) | | 3.0% of printing, postage, and stationary |
| 2.0 Operating, construction and maintenance costs | | | |
| | 2.1 Vehicle – fuel, maintenance, lease costs, capital costs | | The Utility pays mileage to the Utility operator for personal use of his vehicle. |
| | 2.2 Labor – full time, part time, on call, sick time, vacation (see Note 2) | | One full-time and one part-time Utility operator's time is charged to the Utility. |
| | 2.3 Public works building and property. | | There is no charge to the Utility for the Public Works Building use. |

| | | | |
|--------------------|--|--------------------------------------|-----|
| | 2.4 Road repairs and alike (see Note 3) | Based on actual costs | - |
| 3.0 Major projects | | | |
| | Interest/ financing | | N/A |
| | Labor | Based on actual costs | - |
| | External costs | Direct charge (dedicated consulting) | - |

Note 1 – Allocation must be updated periodically to reflect impacts of inflation.

Note 2 – Including salaries and benefits.

Note 3 – If a project involves work benefitting both the Utility and general operations the costs may be shared (i.e. If reconstructing a road and replacing services at the same time, a portion of the roadwork costs may be allocated to the Utility.)

4.0 Board Findings

The Board has reviewed the application and the projections for utility rates presented by the Municipality in its rate study and finds them to be acceptable. The Board approves the revised rates as applied for by the Municipality, effective January 1, 2023, January 1, 2024, and January 1, 2025.

The Board approves the Municipality's revised Cost Allocation Methodology and reminds the Municipality the methodology must be used consistently; any changes to the Cost Allocation Methodology require Board approval.

The Board notes the Utility has expiring taxation revenues of \$110,591. The Board reminds the Municipality to be cognizant of these revenues when reviewing and setting rates. If the Municipality does not take action to provide for expiring taxation revenues accordingly, upon expiring of these revenues Utility customers will incur large increases to rates all at one time.

The Board notes it has been ten years since the Municipality last reviewed its water and wastewater rates for the Utility for adequacy and filed a report with the Board. Regular rate reviews submitted in a timelier three-year period, as per the Board's Guidelines, protect the financial position of the Utility, exhibit consideration for the finances of ratepayers, and mitigate the need for substantial rate increases.

It is the Utility's responsibility to review its rates and ensure rates are adequate to recover the cost of the service provided to its customers. Customers are generally more tolerant of regular, smaller increases than one significant increase after years of stagnant rates

The Board requires the Municipality to review its water and wastewater rates for the Utility for adequacy and file a report with the Public Utilities Board, as well as an application for revised rates (if required) on or before December 31, 2025.

The Board is concerned regarding the Utility's high level of unaccounted for water. The Board notes the Municipality has identified a multi-faceted plan to address unaccounted for water levels and recommends the Municipality continue to seek solutions to address the issue. The Board directs the Municipality to submit an update on unaccounted for water levels and any revised plans to address by September 1, 2023.

5.0 IT IS HEREBY ORDERED THAT:

1. The revised water and wastewater rates for the Municipality of Oakland-Wawanesa, Wawanesa Water and Wastewater Utility, BE AND ARE HEREBY APPROVED in accordance with the attached Schedule A, effective January 1, 2023, January 1, 2024, and January 1, 2025.
2. The Shared Cost Allocation Methodology for the Municipality of Oakland-Wawanesa BE AND IS HEREBY APPROVED.
3. The Municipality of Oakland-Wawanesa is to provide a notice of the decisions found in this Order to its customers as soon as possible, with a copy provided to the Public Utilities Board.
4. The Municipality of Oakland-Wawanesa amend its water and wastewater rate By-Law to reflect the decisions in this Order and submit a copy to the Board once it has received third and final reading.

5. The Municipality of Oakland-Wawanesa review its water and wastewater rates for the Wawanesa Water and Wastewater Utility for adequacy and file a report with the Public Utilities Board, as well as an application for revised rates if required, by no later than December 31, 2025.
6. The Municipality of Oakland-Wawanesa submit an update to the Board on unaccounted for water levels and any revised plans to address by September 1, 2023.

Board decisions may be appealed in accordance with the provisions of Section 58 of *The Public Utilities Board Act*, or reviewed in accordance with Section 36 of the Board's Rules of Practice and Procedure (Rules). The Board's Rules may be viewed on the Board's website at www.pubmanitoba.ca.

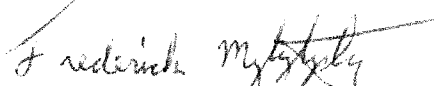
Fees payable upon this Order - \$500.00

THE PUBLIC UTILITIES BOARD

"Marilyn Kapitany"
Panel Chair

"Frederick Mykytyshyn"
Assistant Associate Secretary

Certified a true copy of Order No. 101/22
issued by The Public Utilities Board


Assistant Associate Secretary

SCHEDULE A

**MUNICIPALITY OF OAKLAND-WAWANESA
WAWANESA WATER AND WASTEWATER UTILITY
WATER AND WASTEWATER UTILITY RATES BY-LAW NO. 16-2021
SCHEDULE OF QUARTERLY RATES**

1. Schedule of Commodity Rates &
Quarterly Service Charge

January 1, 2023

| Rates per 1,000 Gallons | 1,000 Gallons per quarter | | |
|--------------------------|---------------------------|------------|--------------------|
| | Water | Wastewater | Water & Wastewater |
| | \$12.02 | \$6.64 | \$18.66 |
| Quarterly Service Charge | \$15.32 | | |

2. Minimum Charges per Quarter

Notwithstanding the rates set forth in paragraph 1, all customers will pay the applicable minimum charges per quarter set out below, which includes the water allowance as listed.

a) Water & Wastewater Customers

| Meter Size | Group Capacity Ratio | Water Included Gallons | Customer Service Charge | Water Commodity Charge | Wastewater Commodity Charge | Water & Wastewater Total Quarterly Minimum |
|------------|----------------------|------------------------|-------------------------|------------------------|-----------------------------|--|
| 5/8 inch | 1 | 3,000 | \$15.32 | \$36.06 | \$19.92 | \$71.30 |
| 3/4 inch | 2 | 6,000 | \$15.32 | \$72.12 | \$39.84 | \$127.28 |
| 1 inch | 4 | 12,000 | \$15.32 | \$145.24 | \$79.68 | \$239.24 |
| 1 1/2 inch | 10 | 30,000 | \$15.32 | \$360.60 | \$199.20 | \$575.12 |
| 2 inch | 25 | 75,000 | \$15.32 | \$901.50 | \$498.00 | \$1,414.82 |

b) Water Only Customers

The minimum charge will be the same for each meter size as shown above but the Wastewater Commodity Charge will be excluded.

c) Wastewater Only Customers

| | | |
|-----------------------------|-----------------------------------|----------------|
| Quarterly charges shall be: | Service Charge | \$15.32 |
| | Wastewater charge - 9,000 Gallons | <u>59.76</u> |
| | Total | <u>\$75.08</u> |

3. Lagoon Tipping Fees

Lagoon Tipping Fees are \$30.00 per 1,000 gallons.

1. Schedule of Commodity Rates &
Quarterly Service Charge

January 1, 2024

Rates per 1,000 Gallons

1,000 Gallons per quarter

| | Water | Wastewater | Water & Wastewater |
|--------------------------|---------|------------|--------------------|
| | \$15.74 | \$6.03 | \$21.77 |
| Quarterly Service Charge | \$14.99 | | |

2. Minimum Charges per Quarter

Notwithstanding the rates set forth in paragraph 1, all customers will pay the applicable minimum charges per quarter set out below, which includes the water allowance as listed.

a) **Water & Wastewater Customers**

| Meter Size | Group Capacity Ratio | Water Included Gallons | Customer Service Charge | Water Commodity Charge | Wastewater Commodity Charge | Water & Wastewater Total Quarterly Minimum |
|------------|----------------------|------------------------|-------------------------|------------------------|-----------------------------|--|
| 5/8 inch | 1 | 3,000 | \$14.99 | \$47.22 | \$18.09 | \$80.30 |
| 3/4 inch | 2 | 6,000 | \$14.99 | \$94.44 | \$36.18 | \$145.61 |
| 1 inch | 4 | 12,000 | \$14.99 | \$188.88 | \$72.36 | \$276.23 |
| 1 1/2 inch | 10 | 30,000 | \$14.99 | \$472.20 | \$180.90 | \$668.09 |
| 2 inch | 25 | 75,000 | \$14.99 | \$1,180.50 | \$452.25 | \$1,647.74 |

a) **Water Only Customers**

The minimum charge will be the same for each meter size as shown above but the Wastewater Commodity Charge will be excluded.

b) **Wastewater Only Customers**

| | | |
|-----------------------------|-----------------------------------|----------------|
| Quarterly charges shall be: | Service Charge | \$14.99 |
| | Wastewater charge - 9,000 Gallons | <u>54.27</u> |
| | Total | <u>\$69.26</u> |

3. Lagoon Tipping Fees

Lagoon Tipping Fees are \$35.00 per 1,000 gallons.

1. Schedule of Commodity Rates & Quarterly Service Charge

January 1, 2025

Rates per 1,000 Gallons

1,000 Gallons per quarter

| | Water | Wastewater | Water & Wastewater |
|--------------------------|---------|------------|--------------------|
| | \$19.45 | \$5.41 | \$24.86 |
| Quarterly Service Charge | \$14.67 | | |

2. Minimum Charges per Quarter

Notwithstanding the rates set forth in paragraph 1, all customers will pay the applicable minimum charges per quarter set out below, which includes the water allowance as listed.

b) Water & Wastewater Customers

| Meter Size | Group Capacity Ratio | Water Included Gallons | Customer Service Charge | Water Commodity Charge | Wastewater Commodity Charge | Water & Wastewater Total Quarterly Minimum |
|------------|----------------------|------------------------|-------------------------|------------------------|-----------------------------|--|
| 5/8 inch | 1 | 3,000 | \$14.67 | \$58.35 | \$16.23 | \$89.25 |
| 3/4 inch | 2 | 6,000 | \$14.67 | \$116.70 | \$32.46 | \$163.83 |
| 1 inch | 4 | 12,000 | \$14.67 | \$233.40 | \$64.92 | \$312.99 |
| 1 1/2 inch | 10 | 30,000 | \$14.67 | \$583.50 | \$162.30 | \$760.47 |
| 2 inch | 25 | 75,000 | \$14.67 | \$1,458.75 | \$405.75 | \$1,879.17 |

a) Water Only Customers

The minimum charge will be the same for each meter size as shown above but the Wastewater Commodity Charge will be excluded.

c) Wastewater Only Customers

| | | |
|-----------------------------|-----------------------------------|----------------|
| Quarterly charges shall be: | Service Charge | \$14.67 |
| | Wastewater charge - 9,000 Gallons | <u>48.69</u> |
| | Total | <u>\$63.36</u> |

3. Lagoon Tipping Fees

Lagoon Tipping Fees are \$40.00 per 1,000 gallons.

The following clauses take effect January 1, 2023:

4. Service to Customers Outside Utility's Limits

- a. The Council of the Municipality of Oakland-Wawanesa may sign Agreements with customers for the provision of water and Wastewater services to properties located outside the boundaries of Wawanesa Utility. Such Agreements shall provide for payment of the appropriate rates set out in this Schedule, as well as a surcharge, set by Resolution of Council, which shall be equivalent to the frontage levy, general taxes, and special taxes for the Utility purposes in effect at the time or may be in effect from time to time, and which would be levied on the property concerned if it were within Wawanesa Utility boundaries. In addition, all costs of connecting to the Utility's mains, and installing and maintaining service connections, will be paid by the customer.
- b. All costs of connecting to the Utility's water and Wastewater mains and installing service connections will be paid by the customer.

5. Billings and Penalties

Accounts shall be billed quarterly based on water used. A late payment penalty charge of 1.25% compounded monthly shall be charged on the dollar amount owing after the billing due date. The due date will be at least fourteen (14) days after the mailing of the bills.

6. Disconnection and Reconnection

The Public Utilities Board has approved the Conditions Precedent to be followed by the Municipality with respect to disconnection of service for non-payment including such matters as notice and the right to appeal such action to The Public Utilities Board. A copy of the conditions precedent is available for inspection at the Municipality's office.

Any service disconnected at the Utility Customer's request or due to non-payment of account shall not be reconnected until all arrears, penalties and a reconnection fee of \$50.00 have been paid.

7. Liability for Charges

Pursuant to Section 252 (2) of *The Municipal Act*, the amount of all outstanding charges for water and Wastewater services, including fines and penalties, are a lien and charge upon the land serviced, and may be collected in the same manner in which ordinary taxes upon the land are collectible, and with like remedies.

8. Hydrant Charges

The Municipality of Oakland-Wawanesa, or any other hydrant owner, will pay to the Wawanesa Utility a fee of \$250.00 per hydrant for the purpose of maintaining and repairing all fire hydrants connected to the system which shall include the cost of water used for firefighting.

9. Water Allowance Due to Line Freezing

That in any case where, at the request of Council, a customer allows water to run continuously for any period of time to prevent the water lines in the water system from freezing, the charge to that customer for the current quarter shall be the average of the billings for the last two previous quarters to the same customer, or to the same premises if the occupant has changed.

10. Water Meters

Water meters are owned by the Municipality but are the responsibility of the utility customer to maintain. If the water meter is broken, frozen, etc., the utility customer will be billed for a new meter at the current cost of replacement.

When a meter ceases to function and a correct reading cannot be recorded, the charge to that customer for the current quarter shall be the average of the billings for the last four quarters to the same customer or to the same premises if the occupant has changed.

11. Meter Testing

That in any case where a utility customer requests that a meter be tested for accuracy, the customer will provide the Municipality with a deposit of \$150.00. The Municipality will then remove the subject meter and send it to an independent lab for testing. If the meter is found to be faulty, all costs associated with the testing process will be borne by the Municipality and the deposit will be refunded to the customer and the customer's account will be adjusted for the preceding four (4) months. If the meter is found to be in proper working order, all costs associated with the testing process will be borne by the customer and the customer will be billed or refunded any balance owing.

12. Cross Connections

No customer or person shall connect, cause to be connected or allow to remain connected any piping, fixture, fitting, container or appliance in a manner which under any circumstances may allow water, wastewater or any harmful liquid or substance to enter the Municipality's water system.

If a condition is found to exist which, in the opinion of the Municipality, is contrary to the aforesaid, the Municipality may either:

Shut off the service or services; or

Give notice to the customer to correct the fault at his or her own expense within a specified time period.

13. Conditions of Disrepair

In the event that there are conditions of disrepair in the wastewater and water works on a property that detrimentally affects the system as a whole and, upon the failure of the owner of the property to correct the condition within a reasonable time, the Municipality, or its agents, may enter the property, effect repairs and charge the cost thereof against the subject property as ordinary taxes.

14. Authorization for Officer to Enter Upon Premises

The Public Works Supervisor, or other employee authorized by the Municipality in the absence of the Public Works Supervisor, shall be authorized to enter upon any premise for the purpose of:

Affixing to any pipe, wire or apparatus connected with any such utility, a meter or any other measuring or testing device; or taking readings from, repairing, inspecting or removing any meter or apparatus belonging to the Municipality.

MUNICIPALITY OF OAKLAND-WAWANESA

BY-LAW NO. 32-2022

BEING a By-law of the Municipality of Oakland-Wawanesa to establish an Emergency Mitigation and Preparedness Reserve Fund.

WHEREAS Subsection 168 (1) of The Municipal Act provides as follows:

“A council may by by-law establish reserve funds for any general or specific purpose”;

AND WHEREAS it is deemed necessary and desirable to establish an Emergency Mitigation and Preparedness Reserve Fund to utilize the deductible from the Disaster Financial Assistance (DFA) Program;

AND WHEREAS the funding for this purpose will come from the 2022 Disaster Financial Assistance Program deductible through the 2022 operating budget;

NOW THEREFORE the council of the Municipality of Oakland-Wawanesa enacts as follows:

- 1) That an Emergency Mitigation and Preparedness Reserve Fund be created.
- 2) That a sum equaling the amount of the deductible from the 2022 DFA Program be allocated to establish the reserve, and further contributions be based on any future DFA deductibles.

DONE AND PASSED by Council in meeting duly assembled this day of , 2022.

Dave Kreklewich, Head of Council

Joni Swidnicki, Chief Administrative Officer

Read a first time this day of , 2022

Read a second time this day of , 2022

Read a third time this day of , 2022

Joni Swidnicki

From: jburke <jburke@bchi2018.ca>
Sent: Wednesday, September 14, 2022 7:56 PM
To: Joni Swidnicki
Subject: RE: Report for Council - Halter Property

Hello console my name is John Burke I am looking after the halter property in Nesbit because of the short notice of coming onto the project and my other duties for my company I am trying to squeeze as much of what the council has asked for hopefully for extension, we have secured and engineered(Ron Faye) that will help with our process of the home and valuation and also the stamped drawings for ICF Foundation in the spring the property has been surveyed keeping in mind the setbacks that the municipality would like to enforce we will submit a drawing of a site plan and also Foundation in the near future

As of my observation of the existing building it has 2x10 floor joists at 16-in centers 2x4 walls with an R12 phase two of the building plan is to put 1 Ridgid insulation on the exterior and vinyl siding windows are double pane new flooring and cabinets and cupboards in the kitchen and updated furnace in my opinion the building has great potential to become a good home after it's sitting on a solid foundation any further questions please contact me at 2:04-724-0735 thanks John

Sent from my Bell Samsung device over Canada's largest network.

----- Original message -----

From: Joni Swidnicki <cao@oakland-wawanesa.ca>
Date: 2022-09-12 12:42 p.m. (GMT-07:00)
To: jburke@bchi2018.ca
Subject: Report for Council - Halter Property

Good Afternoon,

Will you be able to have your report to me regarding the Halter property by Thursday for inclusion in the agenda package that goes to Council on Friday for the September 20 Council Meeting?

Joni Swidnicki, CMMA (Hons)

Chief Administrative Officer

Municipality of Oakland-Wawanesa

106 Fourth Street, Box 278, Wawanesa, MB R0K 2G0

Office telephone: 204-824-2666

Email: CAO@oakland-wawanesa.ca

Web: www.oakland-wawanesa.ca



Confidentiality Warning: This email and any attachments may be privileged and/or confidential. Any distribution, use or copying of this email or the information it contains by other than an intended recipient is unauthorized. If you received this email in error, please advise the sender (by return email or otherwise) immediately.

Joni Swidnicki

From: Joni Swidnicki
Sent: Tuesday, August 16, 2022 1:52 PM
To: peterkabaluk@gmail.com
Subject: Halter Property in Nesbitt
Attachments: sample home inspection.pdf

Good afternoon,

This is to confirm that Council, at its meeting held this morning, considered your presentation with respect to the above and adopted the following resolutions:

Hargreaves-McGregor

- 2 BE IT RESOLVED that the presentation by Peter Kabaluk and Lisa Halter with respect to the Halter property located in Nesbitt, MB be received. CARRIED.

Cory-McGregor

- 2 BE IT RESOLVED that Council's decision with respect to rehabilitation of the Halter property in Nesbitt, Manitoba be tabled to the September 20, 2022 meeting of Council to allow the applicant an opportunity to secure a contractor and provide a scope of work including foundation type, electrical, septic and cistern requirements along with timelines and quotes/plans for the rehabilitation. CARRIED.

As noted during the discussion, you will also need to have a contractor complete a home inspection. I have attached a copy of one that has been received from a previous build.

Your next steps:

1. Secure a contractor who can provide you with a plan for the proposed scope of work as outlined in the resolution above;
2. Secure a contractor (could be the same as the one above) to complete a home inspection on the building as it currently stands;
3. Be prepared to complete and pay (\$100 cash or cheque) for the development permit on September 20 should Council agree to your plan of work;
4. Be prepared to complete the building permit application on September 20 which this office will forward to the Office of the Fire Commissioner; and
5. Should Council approve the plan and establish a required deposit, be prepared to provide a certified cheque in the set amount, within a timeline to be determined by Council

Joni Swidnicki, CMMA (Hons)
Chief Administrative Officer
Municipality of Oakland-Wawanesa
106 Fourth Street, Box 278, Wawanesa, MB R0K 2G0
Office telephone: 204-824-2666
Email: CAO@oakland-wawanesa.ca
Web: www.oakland-wawanesa.ca



RECEIVED
AUG 31 2022

Municipality of Oakland-Wawanesa
Box 278
WAWANESA, MB
R0K 2G0

ATTENTION: DAVE KREKLEWICH

RE: SNOW REMOVAL COSTS FOR WAWANESA & DISTRICT COMMUNITY HALL

At our last board meeting the cost of snow removal was discussed at length. Over the last several years the cost has been averaging \$1045 per year. This past year our bill was \$3780. We would like to ask if it would be possible for the Municipality of Oakland-Wawanesa to remove our snow with the Town equipment.

Thank you for your time.

Sincerely,

Sandra Reimer

Treasurer

On behalf of the board.



MITIGATION PREPAREDNESS PROGRAM (MPP)

GUIDELINES FOR PROPOSALS

The Mitigation and Preparedness Program (MPP) is an opportunity for municipalities to build local resiliency against extreme weather events and invest in disaster mitigation and preparedness. When Manitoba establishes a Disaster Financial Assistance (DFA) program that is cost-shareable with Canada under the Disaster Financial Assistance Arrangements, municipalities have the option to either:

- Pay the municipal DFA deductible based on the current cost-sharing formula; or
- Under the MPP, receive 100 per cent of eligible DFA costs back from Manitoba and invest the amount that would have been the deductible into an approved disaster mitigation and preparedness project.

These guidelines provide program information to municipalities that are considering the MPP, and provide guidance when completing a proposal to the MPP.

Program Description

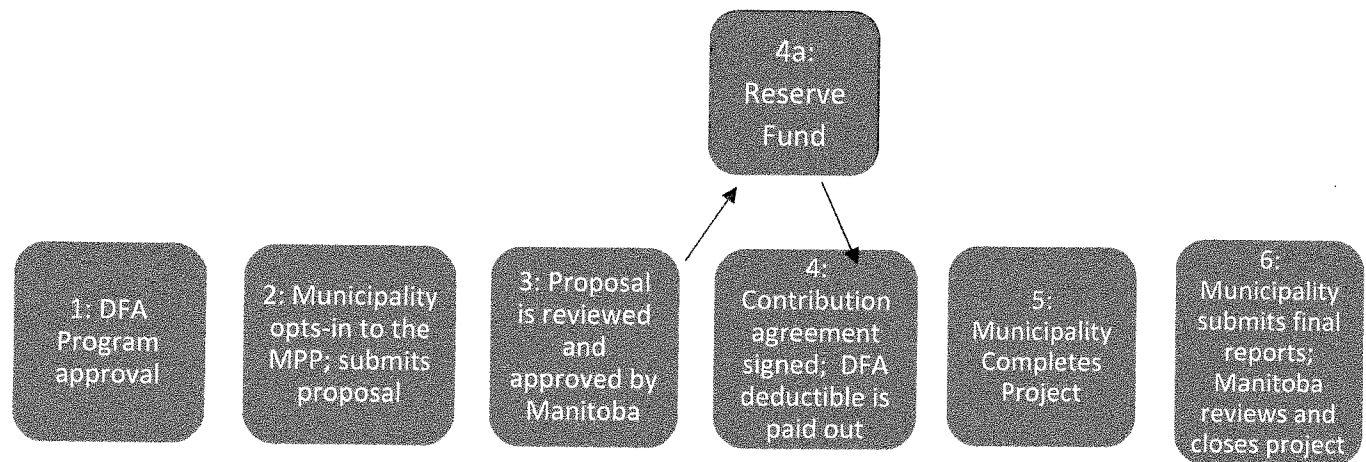
The MPP enables municipalities to invest their municipal DFA deductible into a mitigation or preparedness project, in instances when the municipality is eligible for participation in a DFA program that is cost-shareable with Canada.

For municipalities that opt-in to the MPP, Manitoba Emergency Measures Organization (EMO) will review their DFA claims using the standard process and will reimburse municipalities for 100% of their eligible DFA costs once the municipality has received approval for its MPP proposal. In the payment sheet to municipalities, the municipal deductible will become the MPP amount.

Municipalities must invest the MPP amount in their approved project or place this amount into a reserve fund for a project to be completed within an agreed-upon time, up to a maximum of five (5) years. More details on the reserve fund process can be found in the sections below.

MPP is administered by EMO with the support of other government agencies as required.

How does the program work?



Step 1: DFA Program Approval

If a DFA program is approved for a natural disaster, and if the cost of the program is sufficient for federal cost-sharing through the Disaster Financial Assistance Arrangements, the MPP will be activated. Manitoba Emergency Measures Organization (EMO) will then notify municipalities that they have been accepted into the DFA program, and at that time, will direct municipalities to the [MPP webpage](#) for information on how to apply for an MPP project if they choose to opt-in.

At this point, municipalities would have the option either to:

- Pay the municipal DFA deductible (based on the current cost-sharing formula); or
- Submit a proposal to the MPP, to opt-in to the program, as outlined in the next step. If approved, the municipality will invest an amount equal to the municipal DFA deductible into a disaster mitigation and preparedness project. Manitoba would then reimburse municipalities for 100% of their eligible DFA claim. Projects must be approved by the Manitoba government.

For planning purposes, the amount of MPP funding that your municipality may expect to receive can be calculated using EMO's [cost-sharing calculator](#). The municipality's DFA deductible is equal to the MPP amount. This will help you to figure out at the earliest point possible the amount you will have to invest in mitigation and preparedness, rather than waiting until all of your disaster expenses have been submitted and reimbursed by Manitoba.

Step 2: Municipality Opts-in to the MPP; Submits Proposal

Municipalities will access the MPP proposal template, program guidelines, and other resources from the [MPP website](#). Council must pass a resolution to accompany the proposal. The MPP proposals will be submitted to mpp@gov.mb.ca.

Examples of eligible projects can be found in the appendix. Municipalities may also contact the MPP team if they wish to discuss a project that is not listed in the appendix.

Step 3: Proposal is Reviewed and Approved by Manitoba

Once proposals are received, EMO will consult with applicants when necessary for additional detail and then review and approve projects. Municipalities will receive notice, in writing, that their proposal was reviewed and approved by Manitoba. Manitoba strives to provide notice as quickly as possible. More complex projects, or projects that have regional implications may take longer to review.

Step 4: Contribution Agreement is Signed; DFA Deductible is Paid Out

Once projects have been reviewed and approved, municipalities will be notified and asked to sign a project agreement that sets the terms for the project to proceed.

Following the signing of project agreements, EMO will reimburse the municipality's DFA deductible. Reimbursement will be done during the claims evaluation process. EMO will review municipal DFA claims using its standard process and will reimburse the municipality for 100% of its **eligible** DFA costs (rather than withholding the deductible). The payment sheet will still outline the municipal deductible, which the municipality must set aside to spend on its approved MPP project.

If a municipal project is not approved until after part of their DFA claim has already been reimbursed, Manitoba will reimburse the deductible with the next municipal payment.

Step 4a: Reserve Fund

If a municipality cannot undertake its project immediately or the project requires more time to complete, a municipality can set aside its MPP funds in a reserve account. The municipality can specify that it has chosen the reserve fund in its proposal. Once the proposal is approved and the contribution agreement is signed, municipalities wishing to utilize a reserve fund must pass a by-law to establish a reserve fund via normal municipal procedures and forward a copy of the bylaw to mpp@gov.mb.ca.

Step 5: Municipality Completes Project

The Municipality can now complete the project as outlined and approved. Once the project starts (whether immediately or later on using funds in the reserve fund), municipalities will be required to submit a brief monthly report to EMO. (Monthly reporting for projects utilizing a reserve fund is not required until the project actually begins.) A reporting template will be included in the contribution agreement.

Step 6: Municipality Submits Final Reports; Manitoba Reviews and Closes Project

Once the project is complete, the municipality is required to complete a final report. Once reviewed, Manitoba will notify the municipality that its project is closed.

How will projects be evaluated?

Proposals will be evaluated to determine whether or not the proposed MPP project will enhance municipal preparedness and/or mitigate the impact of future disaster events.

In completing its review, Manitoba will also assess whether or not the project meets one or more of the program's guiding principles:

1. Investments are cost-effective and evidence-based.
 - Success of this type of project can be demonstrated by examples or evidence.
 - A positive return-on-investment can be shown.
2. Projects to include regional implications.
 - Impacts on neighbouring municipalities have been considered, if applicable, and evidence of collaboration is shown.
3. Projects focus on the management of risk.
 - Selected project mitigates a risk identified in the municipal emergency plan.
 - Funding to be used to better understand hazards, risks and vulnerabilities in the municipality.
4. Partnerships are developed.
 - Municipalities partner on investments in mitigation equipment, where possible, that will benefit both municipalities and make more efficient use of funding.
 - Funding is pooled to partner on projects that will mitigate common risks in a regional area.
5. A sustainable approach is undertaken.
 - Projects consider impacts on the natural environment.
 - Projects may consider nature-based solutions to reduce disaster risk.
 - Projects will provide lasting risk reduction benefits.
6. Projects lead to resilient municipalities.
 - Community leaders adopt a long-term, holistic, and community-reflective perspective when selecting projects.
 - Community leaders take proactive steps to help reduce risks tomorrow when selecting projects.

What types of projects are eligible?

A list of example projects can be found as an Appendix to these guidelines.

What are the eligible and ineligible costs?

Municipalities may propose other investments for consideration by the Manitoba government that would increase preparedness or mitigate the impacts of natural disasters that are not listed as eligible below. It is possible that municipalities may have undertaken a mitigation project while repairing infrastructure immediately following a disaster - if this is the case, municipalities may provide a description of the project in its application and it will be considered for eligibility under the MPP.

Eligible costs are costs **that are direct and necessary** for the successful implementation of the project.

In general, ineligible costs are costs which are not necessary for the project and include general municipal maintenance costs that are part of municipal responsibilities.

| |
|---|
| ELIGIBLE COSTS: |
| Eligible Costs are costs, excluding Ineligible Costs, considered by Manitoba to be direct and necessary for the successful implementation of the Project, and can be amended by Manitoba from time to time: <ul style="list-style-type: none">• the capital costs of acquiring, constructing, rehabilitating or renovating a tangible capital asset;• the costs of surveying, engineering, design, supervision, testing, and management services, including fees paid to professionals, technical personnel, consultants and contractors;• the costs of environmental assessments, monitoring and follow-up programs as required by federal or provincial legislation or the MPP contribution agreement;• costs related to performance bonds and labour and materials payment bonds;• land acquisition costs;• the costs to support applications to other mitigation-related provincial and/or federal programs;• public awareness campaigns, public education, and public seminars related to mitigating against the impacts of natural disasters and increasing preparedness;• any costs proposed by the municipality and determined by Manitoba to be eligible that would increase preparedness or mitigate the impacts of natural disasters. |
| INELIGIBLE COSTS: |
| Ineligible Costs are: <ul style="list-style-type: none">• costs incurred prior to a certain date (to be determined for each MPP project);• costs related to all emergency services infrastructure;• costs incurred for cancelled projects;• costs related to leasing of land, buildings and other facilities;• costs related to leasing of equipment, other than equipment directly related to the construction of the Project;• real estate fees and related expenditures;• any overhead costs, including salaries and other employment benefits for any employees of the Recipient, direct or indirect operating or administrative costs of the Recipient, including expenditures related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, with the following exceptions:<ul style="list-style-type: none">○ the Recipient is able to demonstrate to Manitoba's satisfaction that it is not economically feasible to tender a contract for the services to be provided by the employees; or○ the arrangement is approved in advance and in writing by Manitoba; |

- financing charges, legal fees, and loan interest payments, including those related to easements (e.g. surveys);
- any goods and services costs which are received through donations or in-kind;
- provincial sales tax, GST/HST and any other costs whatsoever for which the Recipient is eligible for a tax credit, refund or rebate;
- costs associated with operating expenses and regularly scheduled maintenance work;
- costs related to furnishing and non-fixed assets which are not essential for the operation of the Resulting Asset/Project;
- any other costs determined by Manitoba to be ineligible.

How do we apply?

To be eligible for the MPP, municipalities must have an approved DFA claim for a federally cost-shared disaster event. The proposal template, council resolution, and supporting documentation must be submitted to mpp@gov.mb.ca.

For More Information

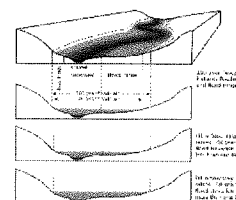
All MPP related documents can be found on the [MPP website](#). If you have any questions about the program or application process, please contact the Mitigation and Preparedness Program staff at mpp@gov.mb.ca.

Appendix - Example MPP Projects

The following is a list of examples of projects or purchases that are eligible under the MPP. Municipalities may propose other investments for consideration by the Manitoba government that would increase preparedness or mitigate the impacts of natural disasters. Wherever possible, **MPP amounts must be used for expenses that are direct and necessary** for the successful implementation of the project.

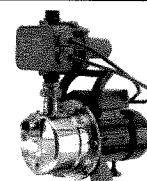
Projects that construct new (or upgrade existing) infrastructure to provide increased structural capacity and/or natural capacity to adapt to:

- Climate change impacts
- Natural disasters
- Extreme weather events



- Construction or expansion of floodways or diversions
- Construction of new dikes or enhancement of existing dikes, including borrow material for diking or lands from which to extract borrow material
- Relocation or raising of roads and improvements to community access and egress
- Installation of new or additional culverts
- Construction or enhancement of drainage works
- Construction or expansion of water retention infrastructure
- Retention and enhancement of wetlands
- Raising of buildings and/or structures to protect against flooding
- Buyout of properties and relocation of buildings to less disaster-prone areas
- Enhancement of critical infrastructure resiliency and creation of redundancies (e.g. backup power, tornado proofing, green energy initiatives, etc.)
- Installation of shoreline or riverbank protection measures
- Installation or expansion of shelter belts
- Measures that prevent or mitigate the impact of wildfires

The purchase of equipment and resources to support preparedness activities



- Flood protection equipment including water filled flood barriers and ancillary equipment
- Steaming equipment for culvert thawing
- Pumps and ancillary equipment such as hoses, including high volume pumps (i.e. trailer-mounted pumps)
- Generators for critical infrastructure
- Equipment for emergency operations centres (furniture and computer equipment is not eligible)
- Public alerting equipment
- Sandbag filling machines, sandbags, super sandbags
- Portable shelters/tents for emergency shelter during flood evacuations for flood response personnel
- Portable heating systems to complement portable shelters
- Public awareness campaigns, public education and outreach activities related to mitigation and preparedness

The completion of risk assessment projects to inform disaster preparedness, response, recovery and mitigation activities



- Hazard, Risk and Vulnerability Assessments
- Hydrologic studies, flood plain mapping, and similar studies
- Field/ditch drainage analyses
- Soil moisture/ground water analyses to analyze drought conditions
- Bathymetric and/or topographic surveys, including LiDAR aerial surveys
- Risk mapping
- Land use studies
- Hazardous material transportation route identification
- Industrial impact assessment
- Solid and liquid waste management analysis
- Agricultural waste management analysis
- Wildfire urban interface fire risk assessment
- Wildfire exposure assessment
- Adverse weather risk assessment
- Vulnerable people's identification analysis

The use of funds to support applications to other mitigation-related provincial and/or federal programs



- Disaster Mitigation and Adaptation Fund
- Federal Gas Tax Fund
- Investing in Canada Infrastructure Program Green Infrastructure Stream
- Growing Outcomes in Watersheds (GROW) Trust
- FireSmart
- StormReady

Mitigation and Preparedness Program (MPP) Proposal Template

Checklist:

- ☐ Consult the **MPP Guidelines** before completing your proposal
- ☐ Complete all sections of this proposal
- ☐ Attach additional information on proposed project and/or equipment purchases such as cost estimates
- ☐ Attach a copy of a council resolution indicating council's approval of the proposal (municipalities may request a sample resolution)
- ☐ Ensure that completed sections of the proposal have been reviewed, certified and signed by the Chief Administrative Officer or other appropriate municipal staff or official
- ☐ For joint proposals from more than one municipality, ensure that each participating municipality provides a resolution indicating council support and the signed certification (section 5)
- ☐ To submit your proposal and supporting material, or if you have any questions, please email: mpp@gov.mb.ca

SECTION 1: APPLICANT INFORMATION

Name of municipality:

Name and position of primary contact person:

Email address:

Telephone:

Alternate contact person:

SECTION 2: PROPOSAL DESCRIPTION

Choose the option your municipality has selected for its MPP funds (you may check more than one if applicable):

- ☐ Invest the MPP amount in a project or piece of equipment
- ☐ Partner with another local authority (or a group) on a joint project
- ☐ Invest the MPP amount in a reserve fund

For projects or equipment purchases, provide a brief description of your proposed project/equipment purchase and how it would enhance municipal preparedness or increase the municipality's resiliency against disasters. Supporting documents that assist in describing your project/equipment purchase may be submitted with your proposal.

Please describe the estimated timeframe of your project: How long do you anticipate the project/purchase to take to complete? What are your desired project start and end dates? Are there any critical periods for the project (i.e. if construction needs to be completed during a certain time of year)?

If this is a joint proposal from more than one municipality, or if this proposal has a regional benefit beyond your municipality, briefly describe the regional benefit(s).

If you are planning to hold your MPP amount in a reserve fund for use beyond the current fiscal year, please outline your plans to do so: specify the project or equipment purchase you are considering, why you wish to utilize a reserve fund, and when you plan to proceed with the project.

(Note: After your proposal is approved, you will need to pass a by-law to establish the reserve fund, and submit a copy of the by-law to mpp@gov.mb.ca.)

If you are using MPP funds to match funds for another funding program, please provide the name of the funding program here and information on the status of your application.

The guiding principles of the MPP (as outlined in the Guidelines for Proposals), are as follows:

1. Investments are cost-effective and evidence-based.
2. Projects to include regional implications.
3. Projects focus on the management of risk.
4. Partnerships are developed.
5. A sustainable approach is undertaken.
6. Projects lead to resilient municipalities.

Please describe how your project aligns with one or more of the guiding principles.

SECTION 3: COSTS

What is the anticipated cost of your proposed MPP project/equipment purchase? Please include estimated costs and information on any possible municipal contribution or other funding program contribution toward these costs, in the event that your project may exceed your MPP amount. Additional information may be provided as an attachment when submitting your proposal.

Please note: Only approved project and equipment purchase costs will be eligible for reimbursement. Municipal administrative costs, such as staff time, are not eligible.

SECTION 4: ADDITIONAL INFORMATION

Briefly outline how your proposal aligns with your existing municipal emergency plan. (Revisions to an existing emergency plan may be proposed for funding if it would result in increased municipal preparedness).

SECTION 5: CERTIFICATION (FOR JOINT PROPOSALS, PLEASE HAVE EACH MUNICIPALITY COMPLETE AND ATTACH THIS SECTION).

Name of municipality:

Name of signatory:

Position/title:

Date:

I have reviewed this proposal and the supporting material and can certify that it is accurate to the best of my knowledge and understanding.

Signature: _____

Joni Swidnicki

From: Elaine McGregor
Sent: Monday, August 22, 2022 1:22 PM
To: Joni Swidnicki
Subject: Addition to the Agenda - Supplementary Taxes

Joni,

We received notification from Assessment that they missed supplementary taxes on two rolls. We will need an another resolution on the next Agenda to account for them:

Approval of Tax Additions and Deletions

BE IT RESOLVED that in accordance with Sections 326 and 300 of The Municipal Act, the taxes added and cancelled listings provided by the Provincial Assessment Branch as supplementary taxes in the following amounts be approved:

| | |
|-----------------|-----------|
| Taxes Added | \$ 793.91 |
| Taxes Cancelled | \$ 913.27 |

Thanks,

Elaine McGregor, BComm (Hons), CMMA (Hons)
Finance Officer
Municipality of Oakland-Wawanesa
Phone: 204.824.2666
Email: finance@oakland-wawanesa.ca
Web: www.oakland-wawanesa.ca

