



**Special Council Meeting
February 27, 2023
6:30 p.m. Council Chamber**

CALL TO ORDER – 6:30 p.m.

ADOPTION OF THE AGENDA

BE IT RESOLVED that the agenda for the February 27, 2023 meeting be accepted as presented.

BE IT RESOLVED that the special meeting of council be recessed to allow council to hold a reconvened Public Hearing to receive representations from any person who wish to make them in respect to a variation application.

Note: Representation on the application is limited to the additional information requested by Council.

Reconvened Public Hearing on Variation Application V7/22 to reduce site area, site width and front, rear and side yard setbacks in the RR 2 Rural Residential Zone at Lots 1/5, Block 5, Plan 331 in NE 35-8-19 WPM (Partridge)

WHEREAS all representatives in regard to Variation Application No. V7/22 to reduce:

the site area from 2 acres to approximately 0.29 acres;
the site width from 200' to 125';
the front yard setback from 125' to 30';
the side yard setback from 30' to 20'; and
the rear yard setback from 30' to 15'

to accommodate construction of a new home and garage on Lots 1/5, Block 5, Plan 331 located in NE 35-8-19 WPM (Partridge) have been dealt with;

THEREFORE BE IT RESOLVED that the reconvened public hearing be concluded

UNFINISHED BUSINESS

Variation Application V7/22 to reduce site area, site width and front, rear and side yard setbacks in the RR 2 Rural Residential Zone at Lots 1/5, Block 5, Plan 331 in NE 35-8-19 WPM (Partridge)

BE IT RESOLVED that Variation Application No. V7/22 to reduce:

the site area from 2 acres to approximately 0.29 acres;
the site width from 200' to 125';
the front yard setback from 125' to 30';
the side yard setback from 30' to 20'; and
the rear yard setback from 30' to 15'

to accommodate construction of a new home and garage on Lots 1/5, Block 5, Plan 331 located in NE 35-8-19 WPM (Partridge) be *[approved; and further that a Zoning Memorandum be provided outlining the property and any development thereon, with the approved variations, conforms to Zoning By-law 04-2019]* or *[denied – must outline Council's reasons for denial in accordance with legislation]*.

Abuse & Molestation Policy No. PER015

BE IT RESOLVED that Abuse & Molestation Policy No. PER015 be tabled pending additional information from Western Financial and Fillmore Riley.

GENERAL BUSINESS

Unaudited Financial Statements

BE IT RESOLVED that the Unaudited Financial Statements for the year ended December 31, 2022 be approved as circulated.

ADJOURN

BE IT RESOLVED that the meeting does now adjourn (p.m.).

Dave Kreklewich, Head of Council

Joni Swidnicki, Chief Administrative Officer

February 21, 2023

Municipality of Oakland-Wawanesa

Council Members

Re: Variation Application V7/22

Dear Members of Council:

We are sending this letter in response to a letter submitted by Mr. Brian Partridge dated February 16, 2023.

Our issues raised remain valid. In his letter Mr. Partridge has made statements that are assumptions with the intent to **distract** from issues surrounding his variance request. You will note he has made numerous assumptions, one assumption being that we have 2 occupied homes on 1 lot and suggesting we are sharing both water and septic. Our 2 homes are built on 2 separate lots and do not share well or septic but each house has their own ... this statement he has made creates an illusion of normalization of his variance request.

The very fact remains is that all properties under the Development Plan were and are deemed to conform and **his was not and is not, it did not fit circumstances and continued with the label of "existing non-conforming"**, he was aware of this right from the beginning of his application. To stray from the Development Plan to this degree requested would set a precedent that council will have to continually deal with once Pandora's Box has been opened.

This land in question could remain "as is" or it could be considered as "land to be expropriated" and disposed of by the Municipality by means of sale.

Since viewing Mr. Partridge's submission we have other "facts" and concerns to express at which time we will put forth for your consideration at the next meeting scheduled for February 27, 2023.

Thanking you in advance for your time and consideration in this matter.

Regards,

Patricia Warburton and Trenton McCann

SCHEDULE A

GENERAL PURPOSE OFFER TO PURCHASE SCHEDULE

This schedule is attached to and forms part of an Offer to Purchase made by Brian & Tammy Partridge,

as Buyer, to Robert Kenneth Morling as Seller, regarding the property commonly known as

Lot 1/5 Blk 5 Plan 331

RM of Oakland-Wawanesa

dated the 17 day of Oct, 2022.

Subject to the purchaser obtaining variances and building permit from the RM of Oakland - Wawanesa for the construction of a new home.

Subject to the seller supplying a survey cert. for the property, only if available. Other wise it is the responsibility of the buyer.

Possession date to be 14 days after RM of Oakland- Wawanesa approvals.

Property is purchased as is where is.

Subject to buyers not being satisfied with any conditions, at anytime, in Schedule A, this offer shall be null and void and deposit refunded.

Signed by the Buyer this 17 day of October, 2022.

Mary Muhl
Witness

Brian & Tammy Partridge
Signature of Buyer

Mary Muhl
Witness

Partridge
Signature of Buyer

Signed by the Seller this 17 day of Oct., 2022.

Mary Muhl
Witness

RK Morling
Signature of Seller

Witness

Signature of Seller

SCHEDULE #1

GENERAL PURPOSE OFFER TO PURCHASE SCHEDULE

This schedule is attached to and forms part of an Offer to Purchase made by Brian & Tammy Partridge
as Buyer, to Robert Kenneth Morling as Seller, regarding the property commonly known as
Lot 1/5 Blk 5 Plan 331 RM of Oakland-Wawanesa
dated the 17 day of Oct, 2022.

-The above Information is an accepted offer to purchase on the Morling property

- I, Robert Kenneth Morling, Give my permission that Brian Partridge ; Tammy Partridge ; Murray Melnyk ; Lawyers Bryan Webber ; Lawrence Donald, Have my full representation with dealing with the RM of Oakland / Wawanesa, on the above mentioned property. In regards to any applications.

Signed by the Buyer this _____ day of _____, 20____.

Witness

Signature of Buyer Brian & Tammy Partridge

Witness

Signature of Buyer

Signed by the Seller this 04 day of January, 2023.

Witness

Signature of Seller Robert Kenneth Morling

Witness

Signature of Seller



Municipal Relations

Community Planning
Unit 1B - 2010 Currie Blvd
Brandon MB R7B 4E7
T 204-726-6267 F 204-726-7499
brandoncrp@gov.mb.ca

Planning Report to Council

Date:	January 11, 2023	File:	Variance Order Application V7/22
Applicant:	Brian Partridge	Registered Owner:	Robert Kenneth Morling
Municipality:	Oakland-Wawanesa (M)	Subject Lands:	(Lots 1-5, Block 5, Plan 331 BLTO) Certificate of Title. 1999668 Roll. 113600.000

On December 22, 2022, a public hearing was held for variance application V7/22 in the Municipality of Oakland-Wawanesa. Presentations were made by the applicant and area residents at the hearing. Following closure of the hearing, council passed a resolution requesting further information and a planning report from the Brandon Community Planning Office (see attached).

Summary of intended variance:

A variance application was submitted by Brian Partridge to the Oakland-Wawanesa Council requesting to reduce site area, site width, front, rear and side yard setbacks in the RR 2 Rural Residential Zone at Lots 1-5, Block 5, Plan 331 in NE 35-8-19W, to allow for the development of a single unit dwelling and garage. The variance would allow relief from the minimum required use and site requirements as defined in the municipality's zoning bylaw.

Oakland-Wawanesa Municipal Zoning Bylaw 04-2019:

- As defined in Zoning Map 6, the subject lands are zoned "RR2" Rural Residential Zoning District.
- According to the use and site requirements (table 3.5, Appendix A) for the RR2: Rural Residential Zone, the minimum site area and site width required for a single-unit dwelling is 2.0 acres and 200 feet of site width respectively.

Zoning Reliefs Being Requested

<u>Minimum Required</u>	<u>Proposed</u>	<u>Variance Reliefs Requested</u>
Site Area	2.0 acres	0.29 acres
Site Width	200 feet	1.71 acres
Front Yard	125 feet	75 feet
Side Yard	30 feet	95 feet
Rear Yard	30 feet	10 feet
	15 feet	15 feet

Analysis:

Lots 1 – 5, Block 5, Plan 331 Brandon Land Titles Office contained in Certificate of Title 1999668 are part of Registered Plan 331 registered at the Land Titles Office in 1916 (Appendix B). The current owner, Mr. Morling has owned these lots under a single certificate of title since 1989.

The lots being proposed for development were created before there was any planning in place in what was previously the Rural Municipality of Oakland. From reviewing registered plan 331 (Appendix B), it appears all current lots within this area are a conglomeration of a series of lots originally surveyed for Lake Clementi in 1916. Most lots in existence today are a full block of previous lots (Appendix C).

Where an existing parcel, as reflected in a Certificate of Title, does not meet the minimum current zoning requirements it is said to be “legal non-conforming”. Provisions under The Planning Act (Appendix D) allow for development of legal non-conforming parcels for permitted uses in the zoning district, subject to approved variances by council.

Given the 125 foot width of the existing parcel, the side and rear yard setback reliefs requested by the applicant are not excessive to accommodate a dwelling and garage on the site. In regards to the front yard setback relief, if council grants the 95 feet of relief requested this should not cause a hardship to the nearest neighbours as there are no dwellings or lots immediately northeast of the subject parcel as Lakeview Drive borders the front limits of the subject property, north of which lies Lake Clementi.

Adjacent municipal designation:

The land located along the north side of Lake Clementi is within the Rural Municipality of Cornwallis, and is designated Rural Residential, and zoned Rural Residential 40. A new development plan is being drafted for the municipalities of Elton and Cornwallis, through the Keystone Planning District. Any new proposed land use designations for the north side of Lake Clementi in the Rural Municipality of Cornwallis have not yet been finalized, and are not yet publicly available.

Council’s Role and Responsibility

Following the public hearing on December 22, 2022 for the variance application, council has a decision under 97(1) of The Planning Act to reject the requested variance or grant the variance being requested.

If the variance is granted by council, it would bring the proposed lot and subsequent permitted development into compliance with the minimum use and bulk requirements for a single unit dwelling in the RR2 zone. The parcel and subsequent use would then be considered a legally conforming use in the RR2 zone. To support this position, council may also issue a zoning memorandum to the applicant, confirming the parcel and development thereon to be in compliance with the minimum requirements of the Oakland-Wawanesa Municipal Zoning bylaw No. 04-2019 as a consequence of the issuance of the variance order.

Note:

- A variance application is submitted to council for consideration and approval or rejection. Council’s decision in respect of variance is final and not appealable to the Manitoba Municipal Board.
- Additional permits or licenses may be required by Manitoba Environment, Climate and Parks for a holding tank, well, or water rights license if the variance is approved by council. It is the applicant’s responsibility to obtain licensing and permit approvals prior to development.

Appendix A

Table 2.5 Use and Site Requirements under the Oakland-Wawanesa Zoning Bylaw for the RR2 Rural Residential Zone

TABLE 3.5: USE & SITE REQUIREMENTS: "RR2" RURAL RESIDENTIAL ZONE	MINIMUM REQUIREMENTS (a) (c) (e) (f) (h)				
	SITE SIZE		REQUIRED YARDS		
	SITE AREA (acres)	SITE WIDTH (feet)	FRONT YARD (feet) (b)	SIDE YARD (feet) (b)	REAR YARD (feet) (b)
PERMITTED USES					
Single-Unit Dwellings	2	200	125	30	30

Footnotes forming Part of Table 3.5: "RR2" Rural Residential Zone:

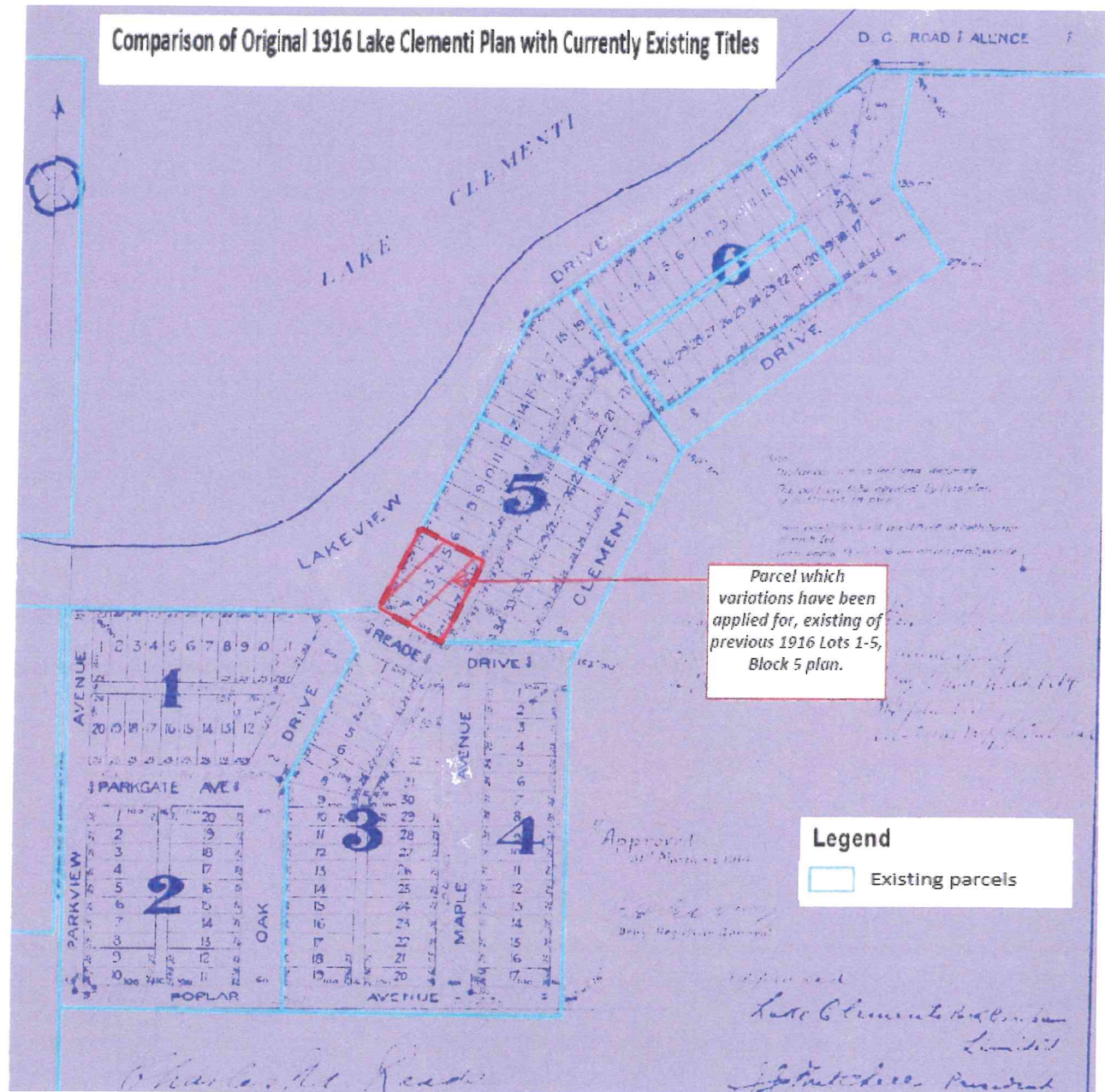
- (a) (i) *The maximum allowable height for all buildings and structures shall be 30 feet, excepting personal telecommunications towers which shall be allowed as permitted accessory structures when located on the same site as a single unit dwelling, mobile or modular home site.*
- (ii) *The minimum dwelling unit floor area for a single-unit dwelling, mobile home or modular home shall be one-thousand (1,000) square feet (92.9sq./m).*
- (b) (i) *Where principal buildings and/or structures are adjacent to a Government Road Allowance under the jurisdiction of the municipality, the minimum front and side yard setbacks shall be one hundred and twenty-five (125) feet (38.1m).*
- (ii) *Under authority of the applicable provincial Act, where any structure or development is proposed under, below or at ground level within the controlled areas of the provincial highway system, permits must be obtained from the provincial authority having jurisdiction.*
- (c) *The keeping of any livestock or the construction of animal housing facilities in the "RR2" zone is prohibited.*
- (d) *Bulk requirements do not apply to transmission facilities (wires or pipes) or the associated equipment such as poles, transformers and switching boxes including Manitoba Hydro Substations and similar infrastructure since all of this apparatus may require only very small parcels or none at all (easements). This does not apply, however, to offices, equipment or vehicle storage, parking or workshops, where and if these uses are permitted or approved.*
- (e) *Where a proposed development involves the construction of "water control works" or "drainage works" as identified under the Water Rights Act, it shall be the responsibility of the proponent to contact the provincial authority having jurisdiction to obtain any required licenses or approvals prior to the commencement of development.*
- (f) *The minimum required front yard for accessory buildings and structures shall be the same as the minimum required front yard for the principal building on the same site.*
- (g) *Where the rear site line of a single dwelling, mobile or modular home site is along a shoreline of a lake or other water body, the minimum rear yard shall be zero (0) for accessory docks and/or boathouses only.*
- (h) *All required yards specified for any use shall be located on the same site as the use, and shall be maintained as open space except as provided elsewhere in this By-law.*

Plan 331



Appendix C

Comparison with original 1916 plan to existing parcels



Appendix D

Applicable provisions of The Planning Act

<https://web2.gov.mb.ca/laws/statutes/ccsm/p080e.php#92>

Non-conforming parcels

90(2) If the size or dimensions of an existing parcel of land do not conform with a zoning by-law, the owner of the land may

- (a) use the land for any use permitted under the by-law; and
- (b) if all other requirements of the by-law such as yards, building height, and floor area are met, construct or alter a building on the land.

Effect of change of ownership on use

91(2) A change of owners, tenants or occupants of land is not in itself a change of use of land for the purpose of subsection (1).

Non-conformity may be altered by variance

92(1) The board or council may, on application by the owner, or a person authorized in writing by the owner, make a variance order authorizing

- (a) construction on a non-conforming building beyond that permitted under subsection 89(1);
- (b) an increase in the intensity of an existing non-conforming use, other than a variance to increase the number of animal units in a non-conforming livestock operation;
- (c) the repair or rebuilding of a non-conforming building that has sustained more damage than permitted under subsection 89(2); or
- (d) the extension of the 12-month time limit under subsection 91(1) for not more than 12 additional months.

Variation procedure applies

92(2) An application under subsection (1) is subject to the hearing and approval process set out in Part 6.

Acquiring non-conforming land or building

93 A planning district or municipality may, by purchase, lease, exchange, or expropriation under **The Expropriation Act**, acquire a parcel of land or building that does not conform with a zoning by-law. The parcel of land or building may be sold, leased or otherwise disposed of by the district or municipality.

No appeal

100(1) The order of a board or council on an application for a variance is final and not subject to appeal."

Applicants

94(1) A person who believes that a zoning by-law adversely affects his or her property rights may apply for an order varying specific provisions of the by-law insofar as they apply to the affected property.

Application to board or council

94(2) The application must be made to

- (a) the council of the municipality in which the affected property is located; or
- (b) the board of the planning district in which the affected property is located, if the planning district has adopted a district-wide zoning by-law under section 69.

Application requirements

94(3) The application must be in the form and accompanied by any supporting material and fee required by the board or council.

Authority respecting variances

95 A board or council may, by by-law, authorize its planning commission to consider and make decisions on applications for variances or specified types of variances. Applications must be referred to the planning commission in accordance with the by-law.

Public hearing

96 Upon receiving an application under section 94, the board, council or planning commission must

- (a) hold a public hearing to receive representations from any person on the application; and
- (b) give notice of the hearing in accordance with section 169.

Decision

97(1) After holding the hearing, the board, council or planning commission must make an order,

- (a) rejecting the requested variance; or
- (b) varying the application of specific provisions of the zoning by-law with regard to the affected property in the manner specified in the order if the variance
 - (i) will be compatible with the general nature of the surrounding area,
 - (ii) will not be detrimental to the health or general welfare of people living or working in the surrounding area, or negatively affect other properties or potential development in the surrounding area,
 - (iii) is the minimum modification of a zoning by-law required to relieve the injurious affect of the zoning by-law on the applicant's property, and
 - (iv) is generally consistent with the applicable provisions of the development plan by-law, the zoning by-law and any secondary plan by-law.

Restrictions on variances

97(2) A variance order must not be made if it makes a change of land use other than

- (a) a temporary change of land use for a period of not more than five years; or
- (b) a change of land use to a use that is substantially similar to a use permitted under the zoning by-law being modified by the variance.

Conditions of order

98(1) In making a variance order under clause 97(1)(b), the board, council or planning commission may

- (a) impose any conditions on the applicant or the owner of the affected property that it considers necessary to meet the requirements of clause 97(1)(b); and
- (b) require the owner of the affected property to enter into a development agreement under section 150.

Revoking variance order

98(2) A variance order may be revoked if the applicant or the owner of the affected property fails to comply with the variance order or any condition imposed under subsection (1).

Notice of decision

99 The board, council or planning commission must send a copy of its order to the applicant and every person who made a representation at the hearing held under section 96.

No appeal

100(1) The order of a board or council on an application for a variance is final and not subject to appeal.

Appeal of planning commission order

100(2) The order of a planning commission on an application for a variance may be appealed in accordance with sections 34 and 35 (appeal of decision by commission).

Expiry of variance order

101(1) A variance order will expire and cease to have any effect if it is not acted upon within 12 months of the date of the decision.

Extending approval deadline

101(2) A board, council or planning commission may extend the deadline under subsection (1) for an additional period not longer than 12 months if an application is received before the initial deadline.

February 16, 2023

RM Oakland/Wawanesa Council

RE: Property at 5 Clementi Road

Council Members:

I am writing to supplement the variance request that was previously submitted to Council. At the meeting in December, I was asked to supply further information and intend to do so with an explanatory letter.

First I would like to address some of the concerns raised by Ms. Warburton and Mr. Hunter in their letters of opposition to Council. As you know, while the presentations were ongoing I was silent and respectful allowing the presenters to have their say without interruption or opposition. I think that now that I am aware of some of the issues raised that an opportunity to address them, to some degree is not only appropriate but fair. First I would like to point out that I recognize that the property in question is undersize. Actually of the 6 properties currently listed as being on Road 48 North (Lake Clementi Road) only 1 is over 2 acres in size, including Ms. Warburton's land which measures 1.44 acres. My point in raising this issue is not to distract attention from the variance request. My intent is to demonstrate that, contrary to the issues raised by Donna McIntosh and her concerns over maintenance vehicles being needed to address my septic tank, that I am not the only residence that will require the services of a septic removal service, either now or in the future. Each of the sites that are under two acres or are lakefront properties should have a holding tank and should not, according to Environmental specifications, be operating with a septic field of any kind. This property is one of 8 such properties in the Lake Clementi area, and is not a unique problem.

Ms. Warburton, in her submission, states that "individuals have purchased land and build their homes to comply with the RR2 designation." Ms. Warburton actually goes on at some length in different areas of her submission to reiterate the 2 acre minimum for RR2 designation. I have included the RM map for the Lake Clementi sub division (#1 attached) and, although I am not able to provide home owner information, can provide the roll number and site size. I think it prudent to point out the following facts:

- Roll # 36800.000 1.76 acres
- Roll # 113900.000 1.43 acres
- Roll # 114050.000 0.95 acres
- Roll # 114300.000 1.44 acres
- Roll # 114200.000 1.72 acres

These properties are all currently in existence and on Lake Clementi Road and all below the minimum acreage for the RR2 Designation. Each of these residences are either grandfathered

for residential use or have received variances from the RM in order to build. I am only seeking fair and equitable treatment.

Ms. Warburton further claims that allowing my variance application will have an impact on her overall well-being due to the proximity to her own home. First I would like to reiterate that I have specifically planned the build so that Ms. Warburton's garage is in between our residences, with my garage facing her. This plan is intentional to protect both her privacy and ours. Second, I would like to point out, and have provided the maps as evidence (#2 and #3 attached), that my proposed build site is actually further away from her current residence than her neighbor to the east. My site is 117 feet from her garage (her house is further away) while the opposing neighbor is 112 feet from her residence, effectively nullifying any argument about proximity. She uses a number of terms that frankly have little relevance such as historical character of the area and sentiment of the community. She also states that she owns two homes on her lot with plans to have the second one occupied shortly. She is not the only resident in the area in a similar circumstance. I would presume that a variance would also be required for such a situation, two occupied homes on one residential lot, presumably sharing both water and septic. She goes on later to state that this approval would cause her to "suffer loss of use of our land" which I find confusing. I have no intention of making use of Ms. Warburton's property in any fashion. How, exactly is she suffering a loss of use? I could expand on Ms. Warburton's submission at length but will exercise some restraint and say that I find the bulk of her arguments irrelevant to the situation.

In Mr. Hunter's submission he spoke, specifically about the requested variance and how the Municipality, if the variance were granted, would be allowing me to build "in our front yard" and "within 15 feet of our property line", later equating it to living within the city of Brandon, where the "lots are small and the neighbors are invasive" and that allowing my requested variance would "place us right back in the same situation". I find Mr. Hunter's comments to be exceptionally misleading and disingenuous. The build site that is 15 feet from his property line is actually 15 feet from the laneway to his home. I am not building "in our front yard" and in fact the proposed build site is 350 feet from Mr. Hunter's home (#4 attached). I challenge anyone to find a home within the city of Brandon that is 350 feet from door to door and then describe my building plan as "invasive".

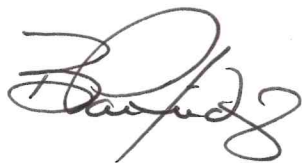
Please see attached my updated site plan (#5 attached) with the location of the septic tank. I have also included the original proposed site plans with the septic tank added (#6 and #7 attached). My original letter of intent outlines a potential for a two tank (black and grey) waste water system. After exploring that option with Environmental Officers I have learned that, due to the size of the property, this is not an option. I therefore alter my letter of intent to state that we will be installing a single waste water tank with no field of any kind that will have to be pumped out as it fills. The tank will conform to all requirements dictated by the Environment Act and the regulations for onsite wastewater management systems. As detailed in the email from Environmental Officer Abbey Bingham (attached) the septic tank will be a minimum of

4500 liters or 1000 gallons. Contrary to the submission of Ms. Warburton, a 750 gallon tank will not be installed and could only be done with a variance. We do not intend to apply for a variance and intend to install a tank that is 11250 liters or 2500 gallons. This is to ensure that emptying the tank happens as rarely as possible. The current estimated average usage is 150 liters per person per day in Manitoba. We intend to install as many water saving devices as are reasonable and think that we will be able to reduce our output to approximately 100 liters per person per day. We expect that at this rate the tank will need to be emptied every 56 days, once every two months or 6, perhaps 7 times per year. A tank of that size measures 158" (L) x 98" (W) x 51" (H) and will be situated as located as closely as possible to what is depicted on the site plan but will be, regardless, within the parameters set out in the Act. As described in the email from Ms. Bingham, the tank must be 1m (3.25 feet) from a building, 3m (10 feet) from the property boundary, 8m (26 feet) from any existing well, and 15m (50 feet) from any watercourse. I have included the setbacks on the site plan for the septic tank and all are well within the minimum requirements of the regulations.

Please see the following attachments:

- Overall image of Lake Clementi with proposed property
- Photo 1 showing the distance from the proposed build site to the WARBURTON/MCCANN residence
- Photo 2 showing the distance from the WARBURTON/MCCANN property to the opposing property (Roll # 114050.000)
- Photo 3 showing the distance from the proposed build site to the HUNTER residence
- Updated Site Plan including septic tank location
- Original Site Plans with updated location of septic tank
- Email – Abbey Bingham – Environment Officer

Thank you for your consideration

A handwritten signature in black ink, appearing to read 'Brian Partridge', with a stylized, flowing script.

Brian Partridge



Results

Information



Esri World Geocoder



Measurement



Meas

117.5 Feet

3100.000

0 10 20m

113600.000

113150.000

113900.000

114050.000

114300.000

114200.000

LAKE ELEMITE RD



Enter World Geocoder



Measurement



Measure

112.1 Feet

114300.000

114050.000

113900.000

113600.000

113100.000



LAKE CLEMENTE RD

113150.000

Results

formation

Results

Information

Esri World Geocoder



Measurement

Feet

Measu

350.4 Feet

00.000

113600.000

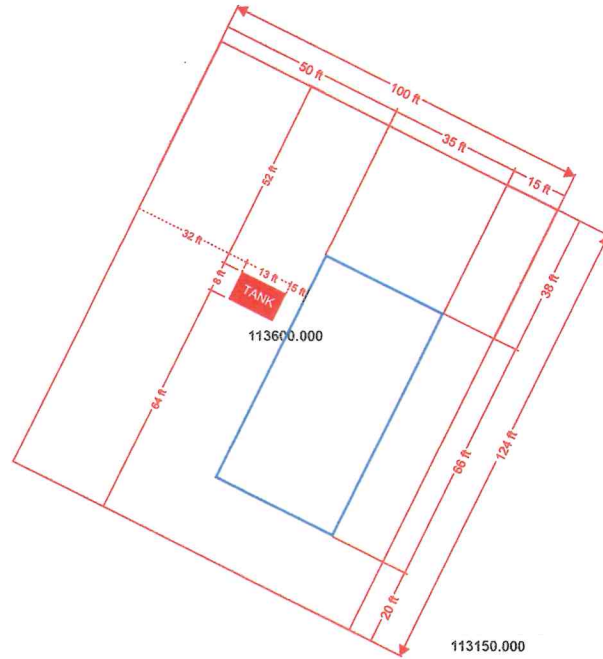
113900.000

113150.000

LAKE CLEMENTE RD

0 10 20m

CanWorld Geocoder



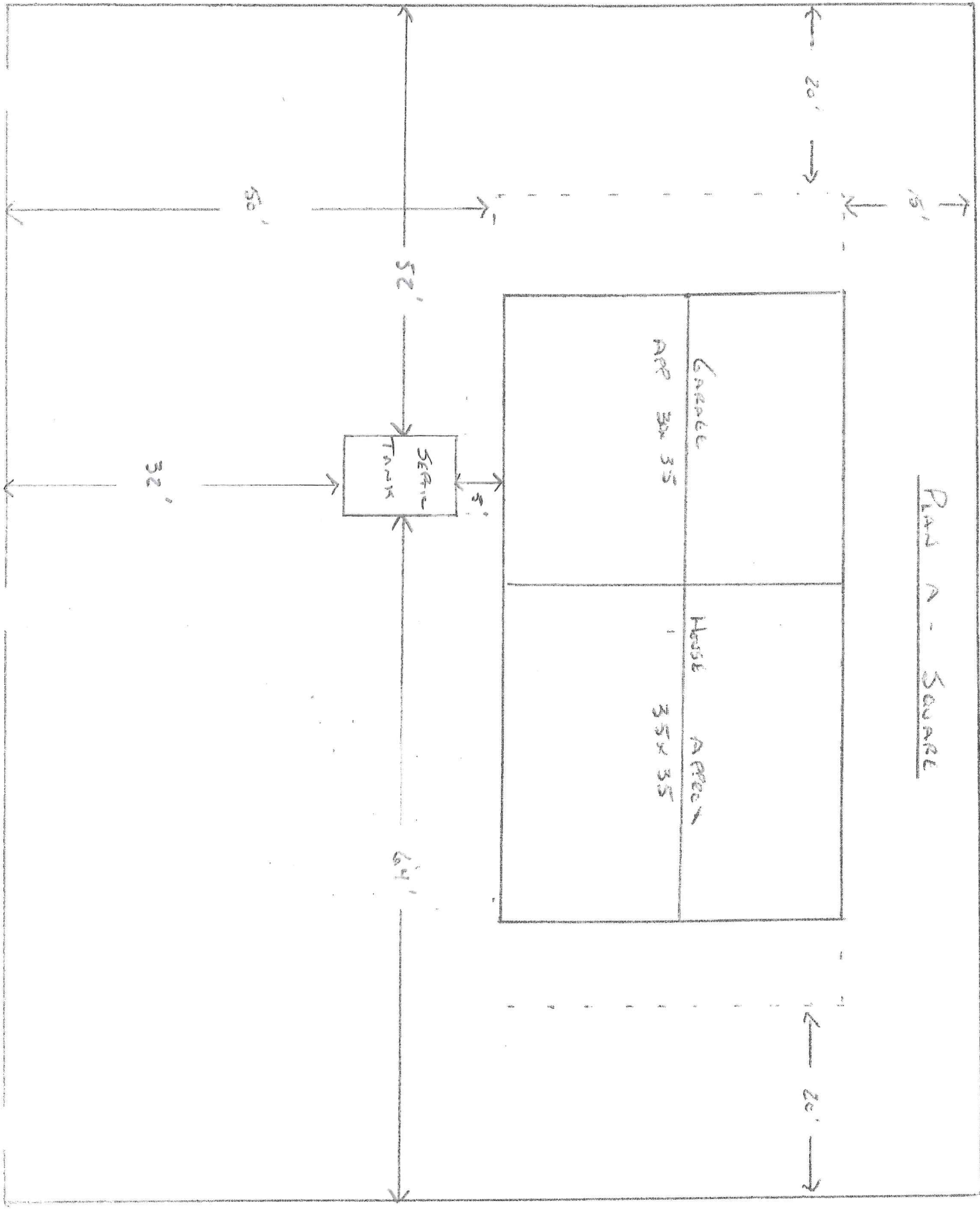
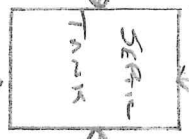
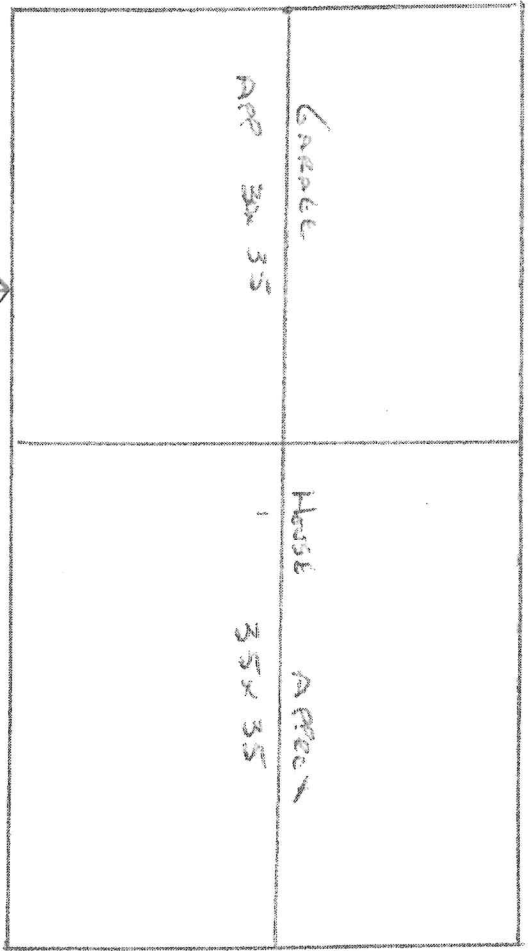
113900.000

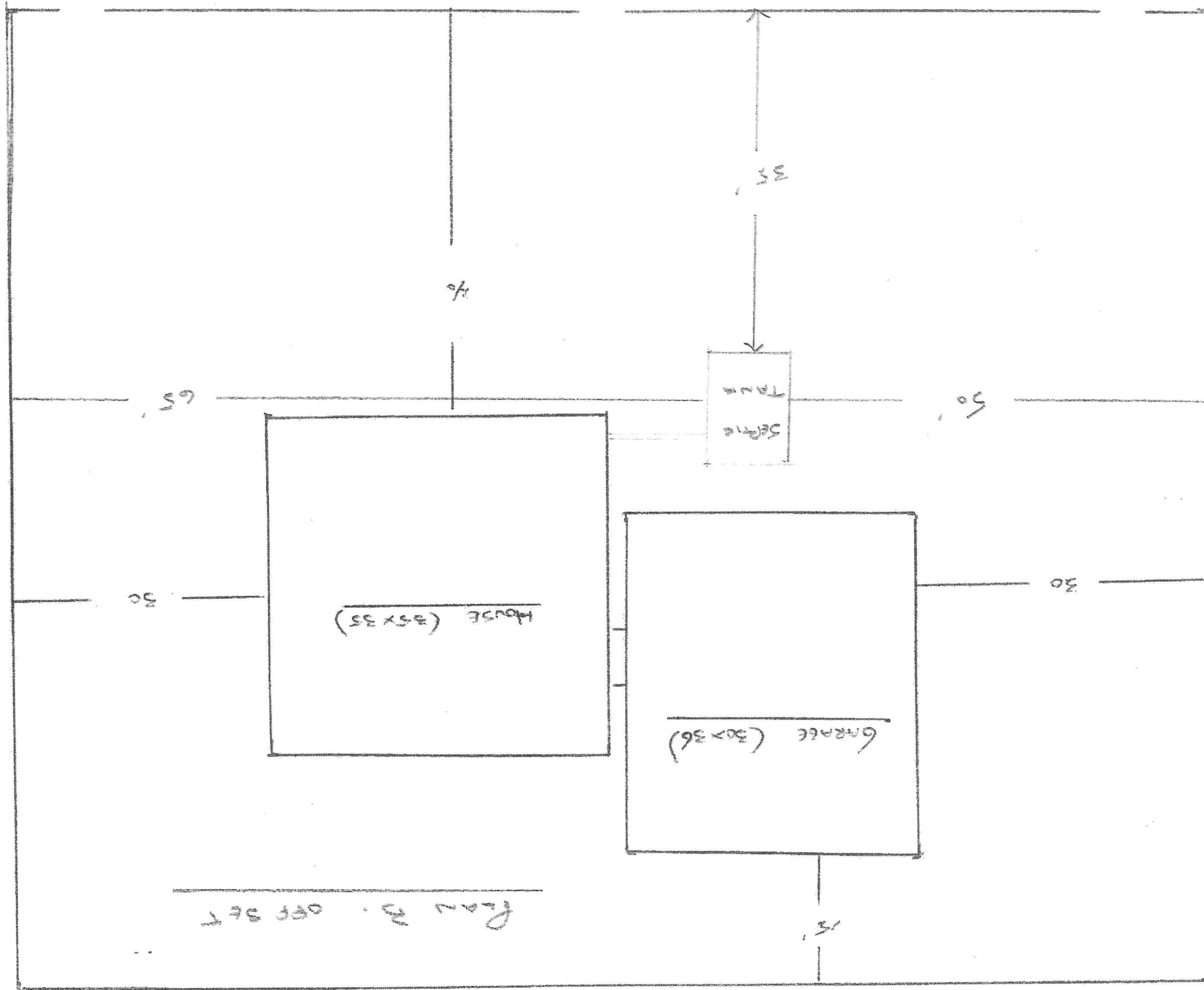
113150.000

0 5 10m

49.70758 -99.24888 Degrees

Plan A - Garage





Holding Tank Information



Bingham, Abbey <Abbey.Bingham@gov.mb.ca>

Thu, Dec 22, 2022,
4:26 PM

Hi Brian,

Further to our discussion, the Onsite Wastewater Management Systems Regulation states that holding tanks must meet the following requirements:

Holding tanks

- 12(1) Unless otherwise approved, no person shall install, use or permit the use of a holding tank for collection of sewage or greywater from a building, unless the holding tank
- (a) is watertight;
 - (b) has a minimum total capacity of 4,500 L (1,000 gallons);
 - (c) if prefabricated, conforms to the requirements of Canadian Standards Association Standard B66-00, Prefabricated Septic Tanks and Sewage Holding Tanks, and bears a valid stamp or mark indicating certification by the Association;
 - (d) is constructed of concrete, fibreglass, polyethylene or other approved material;
 - (e) has a covered, watertight, perpendicular access shaft which shall extend above the ground surface; and
 - (f) has a child-resistant cover

The minimum setback distances for a holding tank are:

- (i) building 1 m
(3.25 feet),
- (ii) property boundary 3 m
(10 feet),
- (iii) well 8 m
(26 feet),
- (iv) water course, excluding a ditch 15 m
(50 feet),
- (v) cut or embankment 8 m
(26 feet),
- (vi) swimming pool 3 m
(10 feet),
- (vii) cistern 3 m
(10 feet);

For additional information, including a copy of the Regulation, application forms and FAQs regarding onsite waste management, please visit [Environment, Climate and Parks | Province of Manitoba \(gov.mb.ca\)](https://www.gov.mb.ca/environment/energy-and-climate/energy-and-climate.html).

If you have any questions, please let me know.

***Abbey Bingham* B.Env.Sc.**

Environment Officer
Environmental Compliance and Enforcement
Environment, Climate and Parks
1129 Queens Avenue
Brandon, MB R7A 1L9
Phone: 431-541-7477
Email: Abbey.Bingham@gov.mb.ca

Joni Swidnicki

From: Elaine McGregor
Sent: Thursday, February 23, 2023 12:14 PM
To: Joni Swidnicki
Subject: Abuse & Molestation Policy - Council Follow-up

Hi Joni,

I spoke with Charmaine from Western Financial about the new required Abuse and Molestation policy.

If anybody tried to file legal action against the Municipality as a whole or any Municipal employees, councilors or volunteers, the Municipality is currently covered under our General Liability portion of our policy, subject of course to a claims investigation. Because of the legal definitions, abuse and harassment must be defined separately. The Abuse policy is intended to build on existing harassment policies. More and more insurers have exclusions to their coverage if there is no abuse policy. If we don't have an abuse policy in place, it would be more difficult to defend the Municipality in the event of a legal action.

Training should be part of the required Health and Safety orientation for new employees which includes harassment and abuse.

Council can delegate training, to the SRR Board for example; they are listed as additional insured on the policy. Claims would typically name the direct employer.

If an employee of the Municipality witnesses abuse in the office (elder abuse for example), they would be morally responsible to report it, but it would be difficult to prove that they were negligent in that situation.

Because Western Financial has received so many questions from Municipalities, they are going to be facilitating a webinar in March for staff and Council that may want to attend. The invitation will go out soon. There is going to be representatives from Fillmore Riley available to answer legal questions.

Western Financial is also going to be providing links to training information.

They are also extending the deadline for when the policy needs to be in place, it will be before the April 1 renewal. We can wait until after the webinar.

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



Joni Swidnicki

From: Manitoba Municipal Insurance Program <municipalinfo@westernfgis.ca>
Sent: Monday, January 23, 2023 12:49 PM
To: Joni Swidnicki
Subject: AMM General Insurance Program - Memo - January 23, 2023 - ACTION REQUIRED
Attachments: AMM Abuse Policy - 2023 - to sign.PDF



INSURANCE PROGRAM

COMMERCIAL INSURANCE

January 23, 2023

Dear Member,

Re: Association of Manitoba Municipalities General Insurance Program – Abuse Policy

Risk Management continues to be a pillar to the success of the AMM General Insurance Program, as we work collectively to keep insurance premiums away from the traditional marketplace and return surpluses back to program participants.

A key component within Risk Management in order to combat against the rising frequency and severity of liability claims across Canada, is to ensure that proper policies are in place to protect the general public and municipalities if cases of abuse are reported within their respective communities.

As outlined during the AMM Convention this past year, the adoption of Abuse & Molestation policies to help protect municipalities against potential statements of claim, and further aiding to create a zero tolerance environment for abuse within communities is an important step to help protect municipalities and their communities against potential losses.

Any alleged instances of the abuse of children, youth, or vulnerable populations while under the care, custody and control of others must be reported to the proper authorities and documented properly.

While all municipalities already would have employed Harassment policies in place as required by Manitoba Workplace Health & Safety as found within ***“The Workplace Safety & Health Amendment Act (Harassment in the workplace)”***; Abuse and Molestation fall separately outside of the standard legal definition of Harassment, and should therefore also be defined within those same well-established policies.

Ensuring these policies are in place is a priority for insurance partners under the AMM General Insurance Program to help protect against this growing concern across all industries and regions in Canada. Herein attached is a sample of an ***“Abuse & Molestation Policy”*** overview which can be adopted and tailored, if not already in place.

Confirmation and signature of the attached policy is requested back to our office's attention by **February 23rd, 2023**. Failure to implement, along with signed copy of the attached form returned to our office, could affect coverage in the event of a loss.

We appreciate your prompt attention to this matter.

Should you have any questions, please do not hesitate to contact us directly at 1-800-265-0314.

Western Financial Group (Network) Inc.
per:

The AMM Insurance Program Team

This email is being sent by Western Financial Group (Network) Inc., operating as Western Financial Group Insurance Solutions, 201 - 600 Empress Street, Winnipeg, Manitoba R3G 0R5. (204) 943-0331. Please [click here](#) to unsubscribe from receiving commercial electronic messages from us in the future. Please note that you will continue to receive non-commercial electronic messages, such as statements, policy information, renewal reminders and other similar factual electronic messages from us.

Municipality of Oakland-Wawanesa

Policy & Procedure Manual

Policy

PER015

Reference: Personnel	Classification: Policy
Subject: Abuse & Molestation policy	Pages: 1 of 4
Authority: Council	Effective Date: February 21, 2023
Approved: February 21, 2023	

TITLE: Abuse & Molestation Policy

1. MUNICIPAL COMMITMENT/PURPOSE:

The Municipality is committed to an environment free from abuse. The purpose of this Policy is to stress the importance of that commitment by educating individuals about abuse, outlining how the Municipality will work to prevent abuse, and how abuse or suspected abuse can be reported and addressed by the Municipality.

2. ZERO TOLERANCE STATEMENT:

The Municipality has zero tolerance for any type of abuse. Individuals are required to report instances of abuse or suspected abuse to The Association of Manitoba Municipalities, and Western Financial Group (hereunder referred to as The Program Administrator) to be immediately addressed under the terms of the applicable policy.

3. DEFINITION OF ABUSE:

The following description of “Child”, “Youth” and “Vulnerable Population” and any other defined terms that are at the discretion of the Municipality include, but are not limited to:

Child is defined as anyone under the age of majority. Manitoba: 18- years-old.

Youth is defined as the period between childhood and legal age of majority.

Vulnerable Population is defined as populations that include: racial and ethnic minorities, children, the elderly, socioeconomically disadvantaged people, and those people with physical or mental health conditions.

The forms of abuse referred to in this policy are defined so that all individuals bound by this policy have a clear understanding of the behaviours that will not be tolerated.

Physical Abuse is defined as, but not limited to any intentional act, causing injury or trauma to another person. It can take the form of slapping, hitting, punching, shaking, pulling, throwing, kicking, biting, choking, strangling or the abusive use of restraints.

Sexual Abuse is defined as, but not limited to any unwanted touching, fondling, observations for sexual gratification, any penetration or attempted penetration with a penis, digital or object of the vagina or anus, verbal or written propositions or innuendos, exhibitionism, or exploitation for profit including pornography.

Emotional Abuse is defined as, but not limited to a chronic attack on an individual's self-esteem. It can take the form of name calling, bullying, threatening, ridiculing, berating, intimidating, isolating, hazing, habitual scapegoat, blaming.

Verbal Abuse is defined as, but not limited to, humiliating remarks, name calling, swearing at, taunting, teasing, continual put downs. The use of harsh words, abuse of trust, embarrassing people in public and threatening in the form of words.

Psychological Abuse is defined as, but not limited to, communication of an abusive nature, sarcasm, exploitive behaviour, intimidation, manipulation and insensitivity to race, sexual preference or family dynamics.

Cultural Identity/Spiritual Abuse is defined as abuse targeting a victim's particular cultural or spiritual identity to inflict suffering or as a means of control.

Neglect is defined as, but not limited to any behaviour that leads to a failure to provide services which are necessary such as withdrawing basic necessities as forms of punishment, failing to assess and respond to changes in health status and refusing or withdrawing physical or emotional support. Neglect may include the failure to provide sufficient supervision, nourishment, or medical care, or the failure to fulfill other needs for which the victim cannot provide themselves.

Harassment is defined as, but not limited to, any unwanted physical or verbal conduct that demeans, humiliates, or embarrasses a person, including gender-based harassment. It can be a single incident or several incidents over time. It includes threats, intimidation, display of racism, sexism, unnecessary physical contact, suggestive remarks or gestures, offensive pictures or jokes. Harassment will be considered to have taken place if a reasonable person ought to have known that the behaviour was unwelcome.

4. GOVERNING LEGISLATION:

This policy references the applicable legislation that gives grounds to the entity's abuse policy. Examples of legislation include:

- Child and Family Services Act, CCSM c C80
- The Community Child Care Standards Act, CCSM c C158
- The Human Rights Code, CCSM c H175
- Criminal Code of Canada, RSC 1985, c C-46
- The Regulated Health Professions Act, CCSM c R117
- The entity must refer to its governing legislation

5. ABUSE REPORTING PROCEDURES:

Reports of abuse that are shared confidentially with an individual by a Child, Youth or a member of any Vulnerable Population requires the individual to report the incident to parents/guardians, The Municipality, The Association of Manitoba Municipalities, or the Program Administrator. Individuals must respond to such reports in a non-judgemental, supportive and comforting manner, but must also explain that the report may need to be escalated to the property authority, which may include the Child, Youth or member of the Vulnerable Population's parent/guardian, or in cases of an ongoing threat of abuse, the police.

In addition, any disclosure (disclosed or observed) of abuse must be reported to CFS if the incident involves a "Child" or "Youth". Any report of abuse may need to be reported directly to the police if the individual is in danger.

6. SCREENING:

The Municipality will regularly monitor those Individuals who have access to, or interact with Children, Youth and/or a member of the Vulnerable Population. This will include adherence to the Municipality's hiring protocols for Vulnerable Populations and include:

- Criminal record check
- Vulnerable persons and child abuse registry check

Screening is to take place upon initial employment, and every two years thereafter.

7. INVESTIGATIVE & DISCIPLINARY PROCEDURES:

Disclosure of abuse (disclosed or observed) will undergo an investigation that will determine applicable disciplinary action. The details of the investigation will be kept on record with the municipality and will be disclosed as necessary to parties to the investigation. Details of the investigation will include:

- The role of the alleged assailant within the organization
- Action taken as a result of the disclosure (i.e.: Suspended with/without pay, terminated, moved to another position)
- Action required by individuals within the Municipality
- Resolution of the complaint- counselling, disciplinary action
- Appeal process (if applicable)
- Identification of false allegations
- Documentation procedures

This all must be made available for any civil or criminal proceedings.

8. MEDIA REPRESENTATIVE:

The Municipality will appoint a “media representative” to respond to any and all inquiries from any media outlet (Television, Radio, Newspapers, Social Media) and all staff are to refer any media personnel to the “media representative” for response.

9. TRAINING

The Municipality will provide training to all staff that includes safety and handling of “Child”, “Youth” and “Vulnerable Population” as defined above.

I acknowledge that I have received, read, and understand the abuse policy and/or have had it explained to me. I understand, the liability of the Municipality could extend to me in my role as a Municipal representative.

*I understand that it is my responsibility as _____
(Role within Municipality)*

to adhere to all processes and responsibilities contained in this policy, and agree to report any incidents of abuse (disclosed or observed) as set forth in this policy.

Name

Signature of CAO or Person representing the Entity

Date

Additional resources to be reviewed for information on Abuse in Manitoba:

Manitoba Child and Family Services
Provincial Advisory Committee on Child Abuse
Manitoba network for the Prevention of Abuse of Older Adults
Manitoba Abuse Registries <https://www.gov.mb.ca/fs/abuserregistries.html>



Box 278, Wawanesa, MB R0K 2G0 Phone: (204) 824-2666

FINANCIAL STATEMENTS

DECEMBER 31, 2022

UNAUDITED

Date

Head of Council

Chief Administrative Officer

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - REVENUES & TRANSFERS
For the Period Ending December 31, 2022

	<u>Actual</u>
OTHER REVENUES	
Added Taxes	
410-100-110 - Taxes Added to Roll - O	30,743.17
410-100-111 - Taxes Added to Roll - W	9,695.79
410-100-127 - Ice Plant Renos - Prepayment - Rural	9,033.85
Licenses, Permits & Fines	
450-100-100 - Licenses - Business & Lottery	213.50
450-100-120 - Development Permits	6,360.00
450-100-122 - Approaches Permits	100.00
450-100-130 - Key Charges	200.00
450-100-145 - Aggregate Transport Fees	1,190.34
450-100-190 - Grazing Leases	683.69
450-100-192 - Animal Control Fines	250.00
Protective Services	
440-100-125 - Donations to Fire Department	9,244.32
450-100-165 - Fire Calls	11,121.50
450-100-168 - Fire Department Agreements	6,212.50
Environmental	
450-100-150 - MMSM & WRARS Payments	27,746.53
450-100-158 - Waste Disposal - Tire Recycling	684.00
450-100-160 - Waste Disposal - Shingles	1,430.00
450-100-162 - Waste Disposal - Scrap Metal	9,073.02
450-100-163 - Recycling Contracts - Green Acres	1,664.00
Sales of Service	
420-100-120 - Sales of Service - Protection	46,513.51
420-100-130 - Sales of Service - Transportation	225,150.00
420-100-140 - Sales of Service - WTS	10,750.00
Sales & Rentals	
420-100-185 - Tax Certificate Revenue	3,400.00
420-100-190 - Sales of Goods (Maps, Pins)	497.25
420-100-210 - Mobile Home Rentals	7,680.00
Interest & Penalties	
410-100-120 - Tax and Redemption Penalties	17,261.05
460-100-102 - Investment Income	15,968.43
460-100-110 - Patronage Dividends	2,574.00
Other Income	
450-100-147 - Insurance Proceeds Revenue	181,685.92
490-100-100 - Sundry - Miscellaneous Revenue	13,242.27
490-100-103 - SRR Portion of Shared Staff	7,200.00
490-100-104 - SRR Contribution to Office Expenses	500.00
Grants & Donations	
430-100-100 - Unconditional Grants - Municipal Operati	163,777.86
440-100-110 - Conditional Grants	159,284.81
440-100-115 - Charitable Donations/Grants Received	541,896.48

Report Date
02/23/2023 6:59 AM

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - REVENUES & TRANSFERS
For the Period Ending December 31, 2022

Page 2

	<u>Actual</u>
Federal Gov't Grants	
430-100-130 - Canada Community Building Fund - O	63,389.34
430-100-135 - Canada Community Building Fund - W	31,694.66
 TRANSFERS	
640-100-110 - Transfer from Replacement Reserve	651,635.20
590-900-900 - Transfer from Fire Reserve	295,360.09
590-900-920 - Transfer from Accumulated Surplus	75,000.00
590-900-902 - Transfer from General Reserve	85,000.00
640-100-121 - Transfer from Building Reserve	94,000.00
640-100-122 - Transfer from Gas Tax Reserve - O	272,411.67
640-100-123 - Transfer from Gas Tax Reserve - W	168,405.99
 TOTAL OTHER REVENUES & TRANSFERS:	 <u>3,259,924.74</u>

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - EXPENDITURES
For the Period Ending December 31, 2022

	<u>Actual</u>
EXPENDITURES	
GENERAL GOVERNMENT SERVICES	
Legislative	
510-100-100 - GG - Legislative - Head of Council	13,370.73
510-100-101 - GG - Councillors	65,123.82
510-100-102 - GG - Other Leg. Services - Mileage	2,528.57
Total Legislative:	81,023.12
General Administrative	
510-100-108 - GG - CAO	87,619.94
510-100-109 - GG - Finance Officer	73,143.72
510-100-113 - GG - Admin. Salaries	39,543.54
510-100-114 - GG - Admin Assistant	41,359.53
510-100-222 - GG - Clerk & Staff Training & Education	150.00
510-110-110 - GG - Other Admin & Employee Benefits - W	28.85
510-110-120 - GG - Admin & Employee Benefits	32,322.03
510-200-201 - GG - Mileage - Office	118.21
510-200-210 - GG - Legal Contract Services	1,394.73
510-200-220 - GG - Audit Contract Services	12,567.15
510-200-230 - GG - Assessment Contract Services	38,330.00
510-200-235 - GG - Tax Sale Costs	(200.00)
510-200-240 - GG -Taxation (Municipal Properties)	22,262.64
510-200-260 - GG - Photocopier Charges	1,562.12
510-200-300 - GG - Meals	439.82
510-200-360 - GG - Building Maint/Renovation	471.07
510-200-366 - GG - Computers and Software	38,113.25
510-200-370 - GG - Newspaper Advertising	2,270.74
510-300-200 - GG - Hydro -Office	10,616.21
510-300-202 - GG - Phone & Internet	9,898.07
510-400-200 - GG - Office Supplies	14,813.68
510-400-201 - GG - Postage	6,089.20
Total General Administrative:	432,914.50
Other General Government	
510-400-310 - GG - Elections	9,751.46
510-400-320 - GG - Conv. & Training Registrations	3,900.00
510-400-321 - GG - Convention Daily Indemnities	1,947.24
510-400-322 - GG - Convention/Seminar Mileage	962.85
510-400-323 - GG - Convention Expense	5,103.49
510-400-330 - GG - Damage Claims & Liability Insurance	33,073.18
510-400-350 - GG - Membership Fees	5,007.68
510-400-360 - GG - Other General Government -Sundry	1,219.50
510-500-500 - GG - General Govt. Grants	5,139.29
510-500-510 - GG - Library Services	1,057.50
510-900-910 - GG - Health Care Spending Account	9,183.31
510-900-930 - GG - Bank Charges & Interest	2,650.38
510-900-950 - Recoveries (Deduct) Utilities	(9,000.00)
Total Other General Government:	69,995.88
TOTAL GENERAL GOVERNMENT SERVICES:	583,933.50

PROTECTIVE SERVICES

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - EXPENDITURES
For the Period Ending December 31, 2022

	<u>Actual</u>
Fire	
520-200-165 - PS - FIRE - Retainer Fees-Bdn/Souris	19,185.00
520-300-102 - PS - Renumeration, Drills, Fires	15,127.63
520-300-104 - PS - Building Operation and Maintenance	3,314.93
520-300-106 - PS - Repairs and Replacement, Tools	11,591.69
520-300-108 - PS - Insurance	16,038.35
520-300-110 - PS - Fire - Utilities	8,017.57
520-300-112 - PS- Fire Fighting Gear and Equipment	4,326.22
520-300-113 - PS - FF Gear purchased from Donations	13,494.32
520-300-114 - PS - Fuel	4,037.88
520-300-116 - PS - Fire Hydrant Rentals	2,375.00
520-400-110 - PS - Fire - Materials & Supplies Misc.	4,080.04
Total Fire:	101,588.63
Emergency Measures	
520-200-120 - PS - 9-1-1 Agreement - W	2,815.56
520-200-125 - PS - 9-1-1 Agreement - O	5,195.04
520-200-130 - PS - Emergency Measures Organization	800.00
520-200-135 - PS - Paramedic Association Memberships	3,288.83
Total Emergency Measures:	12,099.43
Other Protection	
520-200-210 - PS - Building-Fire-Plumb Inspections	(13,520.00)
520-200-260 - PS - Animal & Pest Control	4,677.12
Total Other Protection:	(8,842.88)
TOTAL PROTECTIVE SERVICES:	104,845.18

TRANSPORTATION SERVICES

Public Works Employees & Benefits

530-100-110 - TS - PW Foreman Wages	72,732.93
530-100-111 - TS - PW Operators Wages	61,964.31
530-100-112 - TS - PW Operators Wages	31,332.28
530-100-113 - TS - PW Shared Position	55,136.45
530-100-114 - TS - PW Seasonal	13,141.05
530-100-115 - TS - PW Seasonal - (Green Team)	1,579.89
530-100-116 - TS - Equip Operators Allowances	1,747.86
530-100-117 - TS - Workers Compensation & Safety	3,530.97
530-100-130 - TS - Road Maint. - Dust Control	3,348.83
530-110-120 - TS - Employee Benefits	34,588.13
530-200-116 - TS - Equipment Insur & Registration	23,553.19
530-200-135 - TS - Road Main. Gravel Trucking	113,715.71
530-200-136 - TS - Road Maintenance	470.00
530-300-100 - TS - Street Lighting-Carroll & Nesbitt	3,247.56
530-300-110 - TS - Street Lighting - Wawa	12,408.96
530-300-116 - TS - Nesbitt & Wawa Shops Utility	1,203.65
530-400-111 - TS - Equipment Fuel	114,882.12
530-400-112 - TS - Equipment Fuel	4,790.49
530-400-115 - TS - Equip Repairs & Maint - Misc	1,521.72
530-400-116 - TS - Work Shop & Yard Operations	29,859.87
530-400-117 - TS - Equip. Repairs - Shulte Mower	1,637.04
530-400-118 - TS - Equip. Repairs NH Loader - W	1,055.44

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - EXPENDITURES
For the Period Ending December 31, 2022

	<u>Actual</u>
530-400-119 - TS - Equip. Repairs - Loader	11,753.01
530-400-121 - TS - Equip. Repairs - Graders	198,746.03
530-400-122 - TS - Equip Repairs - CASE IH Tractor	2,325.10
530-400-123 - TS - Equip. Repair - Gravel Trailer	82.54
530-400-125 - TS - Equip Repairs - Backhoe	97.99
530-400-126 - TS - Equip Repairs - F550	870.81
530-400-127 - TS - Equip Repairs - 2011 GMC Truck	209.40
530-400-128 - TS - Equip Repairs - 2019 GMC Sierra	286.71
530-400-131 - TS - Road Main. Gravel Crushing	104,945.34
530-400-132 - TS - Not using	1,770.00
530-400-134 - TS - Truck Rental	61,829.82
530-400-141 - TS - Road Reconstruction	219,853.40
530-400-148 - TS - Material & Supplies - W	665.51
530-400-149 - TS - Small Equip. Repair - W	3,003.00
530-400-150 - TS - Sidewalks & Boulevards	1,825.00
530-400-160 - TS - Bridges, Culverts & Drainage - W	4,855.41
530-400-161 - TS - Bridges, Culverts & Drainage - O	450.00
530-400-190 - TS - Snow & Ice Removal Materials - W	6,400.00
530-400-191 - TS - Snow & Ice Removal - O	35,519.04
530-400-220 - TS - Traffic Services - O	1,627.66
530-400-300 - TS - Workshop - Wawanesa	1,805.48
530-400-310 - TS - Asset Management	1,369.60
Total Public Works Employees & Benefits:	1,247,739.30
TOTAL TRANSPORTATION SERVICES:	1,247,739.30

ENVIRONMENTAL HEALTH SERVICES

Environmental Health Services

540-100-110 - EH - WTS - Wages - W	13,821.88
540-110-120 - EH - Receiver General - CPP/EI - W	1,173.77
540-200-100 - EH - WTS - Staff - O	16,431.05
540-200-109 - EH - WTS Hydro - O	156.55
540-200-110 - EH - WTS - Municipal Waste Management	64,423.18
540-200-112 - EH - WTS - Maintenance - O	41.27
540-200-113 - EH - WTS - Maintenance - W	6,031.74
540-200-130 - EH - Municipal Wells - Treesbank	755.69
540-200-135 - EH - Municipal Wells - Hayfield	1,819.42
540-200-150 - EH - Recycling	27,911.13
Total Environmental Health Services:	132,565.68

TOTAL ENVIRON HEALTH SERVICES:

132,565.68

PUBLIC HEALTH & WELFARE SERVICES

550-200-180 - H&W - Social Welfare Assistance	1,753.41
550-500-500 - H&W - Cemeteries	5,000.00
550-500-510 - H&W - Grants to Hospitals	3,000.00
550-500-521 - H&W - Handi Transit	15,000.00
550-500-525 - H&W - Senior Independent Services	1,300.00

TOTAL PUBLIC HEALTH & WELFARE SERVICES:

26,053.41

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - EXPENDITURES
For the Period Ending December 31, 2022

	<u>Actual</u>
ENVIRONMENTAL DEVELOPMENT SERVICES	
560-200-100 - ED - Planning & Zoning (Rest of Mon)	4,779.52
560-200-136 - ED - Other Beautification - Flowers	2,598.07
TOTAL ENVIRONMENTAL DEVELOPMENT SERVICES:	<u><u>7,377.59</u></u>
ECONOMIC DEVELOPMENT SERVICES	
570-100-120 - EC - Destruction of Pests	670.00
570-100-170 - EC - Conservation District	7,470.44
570-200-140 - EC - Weed Control	29,742.00
570-200-160 - EC - Veterinary Services	913.92
570-200-210 - EC - Tourism	549.00
570-500-185 - EC - Staff Appreciation	1,511.30
TOTAL ECONOMIC DEVELOPMENT SERVICES:	<u><u>40,856.66</u></u>
RECREATION & CULTURAL SERVICES	
580-400-140 - R&C - Skating Rinks & Arenas - Materials	5,100.00
580-500-101 - R&C - Rec Comm (Waterpk, Camp, Baseball)	48,150.00
580-500-110 - R&C - Community Centres & Halls	12,525.00
580-500-120 - R&C - Grants re Water to facilities	4,939.46
580-500-140 - R&C - Skating Rinks & Arenas	38,500.00
580-500-170 - R&C - Museums	500.00
580-500-175 - R&C - Charitable Donations/Grants	542,146.48
TOTAL RECREATION & CULTURAL SERVICES:	<u><u>651,860.94</u></u>
FISCAL SERVICES	
Transfer to Capital	
590-990-987 - TF-Transfer to Capital - Building	389,363.68
590-990-991 - TF - Transfer to Capital - PW	705,309.62
590-990-992 - TF - Transfer to Capital - Fire	299,338.26
Total Transfer to Capital:	<u><u>1,394,011.56</u></u>
Contributions to Reserves	
590-990-986 - TF-Contribution to WTS Decommissioning	1,000.00
590-990-990 - TF-Contribution to LT Service Reserve	1,450.00
590-990-993 - TF - Contribution to General Reserve	10,000.00
590-990-994 - TF - Contribution to Building Reserve	10,000.00
590-990-995 - TF - Gas Tax Reserve Provision - O	300,631.00
590-990-996 - TF - Gas Tax Reserve Provision - W	150,315.50
590-990-997 - TF - Contribution to Fire Reserve	151,750.00
590-990-999 - TF - Contribution to Replacement Reserv	415,550.00
Total Contributions to Reserves:	<u><u>1,040,696.50</u></u>
Debentures Debt	
590-700-700 - FS - Debenture Debt	66,666.67
590-700-703 - Interest on Bank Loan #3	1,981.33
590-700-706 - Interest on Bank Loan #4	1,776.43
590-700-707 - Interest on Bank Loan #5	8,175.01
Total Debentures Debt:	<u><u>78,599.44</u></u>

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MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - EXPENDITURES
For the Period Ending December 31, 2022

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	<u>Actual</u>
TOTAL FISCAL SERVICES:	<u>2,513,307.50</u>
TOTAL EXPENDITURES:	<u>5,308,539.76</u>

MUNICIPALITY OF OAKLAND-WAWANESA
UTILITY REVENUES AND EXPENDITURES
For the Period Ending December 31, 2022

	<u>Actual</u>
REVENUES	
Water and Sewer Charges	
750-100-100 - Water Consumer Sales	151,413.16
Total Water and Sewer Charges:	151,413.16
Other Revenues	
750-100-130 - Penalties	1,434.15
750-100-140 - Hydrant Rentals	2,375.00
750-100-150 - Installation Service	13,830.00
750-200-100 - Investment Income	343.68
780-100-110 - Transfer from General Reserve - Utility	1,550.00
Total Other Revenues:	19,532.83
TOTAL REVENUES:	170,945.99
EXPENDITURES	
Water supply	
760-100-100 - UT - Administration-office	5,000.00
760-200-000 - UT - Water/Wastewater contractor	24,018.56
760-200-001 - UT - Employee Wages (Water)	19,390.00
760-200-003 - UT - Employee Benefits (Water)	1,738.61
760-200-010 - UT - Training & Education (Water)	237.50
760-200-120 - UT - Water Treatment Plant	7,358.21
760-200-150 - UT - Transmission & Distribution	59,401.70
760-200-160 - UT - Other Water Supply Costs - Contract	1,765.90
760-300-130 - UT - Wells - Utilities	17,727.35
760-400-120 - UT - Water Treatment Plant-Supplies	29,964.10
760-400-160 - UT - Other Water Supply Costs - Material	374.50
760-200-170 - UT - Water Connections - Contract Serv	3,643.50
Total Water supply:	170,619.93
Sewage Collection and Disposal	
770-000-100 - UT - Sewer Administration - office	4,500.00
770-200-000 - UT - Water/Wastewater contractor	22,928.82
770-200-001 - UT - Employee Wages (Sewage)	19,390.00
770-200-003 - UT - Employee Benefits (Sewage)	1,738.60
770-200-010 - UT - Training & Education (Sewage)	657.50
670-200-130 - UT - Sewage Collection System - Contract	6,846.81
770-200-130 - UT - Sewage Treatment & Disposal	4,242.75
770-400-120 - UT - Sewage Lift Station - Materials & S	465.63
Total Sewage Collection and Disposal:	60,770.11
790-100-105 - UT - Transfer to Capital - Utility	1,550.00
TOTAL EXPENDITURES:	232,940.04
NET OPERATING SURPLUS/(DEFICIT)	
Revenues	170,945.99
Expenses	232,940.04
Net Surplus (Deficit)	(61,994.05)

ASSETS

110-100-100 - Petty Cash - Oakland	200.00
110-100-101 - Petty Cash - Wawanesa	50.00
110-100-110 - Cash on Hand - Oakland	200.00
110-100-111 - Cash on Hand - Wawanesa	50.00
110-100-130 - Cash on Deposit - MOW	484,426.96
120-100-100 - Taxes on Roll - AT LARGE	136,348.88
120-300-100 - Accounts Receivable - Provincial Gov.	68.36
120-300-110 - Accounts Receivable - MMSM & WRARS	6,062.08
120-300-120 - Accounts Receivable - Federal Government	47,542.00
120-300-150 - A/R -GST Rebate	89,045.81
120-500-100 - Accounts Rec. - Other	174,580.09
120-500-105 - General A/R	5,044.05
120-500-130 - Patronage Dividends	16,435.41
120-600-100 - Due To/From Utility Operating Fund	(1,403,571.24)
120-600-115 - Due To/From Utility Reserve Fund	(1,439.55)
120-600-120 - Due to / from Reserve Funds	(10,000.00)
150-100-100 - Properties Held for Resale - Residential	2,980.83
170-100-000 - Tangible Capital Assets	75,342.00
170-100-100 - Land - Cost	130,502.86
170-100-110 - Land Improvements - Cost	1,755,475.28
170-100-120 - Land Improvements - Accm Amortization	(629,409.70)
170-100-200 - Bldgs, Brick Mortar & Steel - Cost	68,992.84
170-100-210 - Bldgs, Brick Mortar & Steel - Accm Amort	(59,193.77)
170-100-300 - Bldgs, Wood Frame - Cost	592,013.31
170-100-310 - Bldgs, Wood Frame - Accm Amortization	(260,457.79)
170-100-400 - Vehicles - Cost	153,243.55
170-100-410 - Vehicles - Accm Amort	(76,870.46)
170-100-500 - Machinery & Equipment - Cost	833,088.59
170-100-510 - Machinery & Equipment - Accm Amortizatio	(470,417.45)
170-100-520 - Road Construction & Maintenance Equip -	1,473,482.23
170-100-530 - Road Construction & Maintenance Equip -	(416,739.54)
170-100-600 - Computer Hdw & Software - Cost	45,421.41
170-100-610 - Computer Hdw & Software - Accm Amortizat	(41,131.04)
170-100-800 - General TCA - Assets Under Construction	380,786.87
170-100-900 - Transp Infra - Land - Cost	3,208.15
170-100-910 - Transp Infra - Road Surface - Cost	410,328.65
170-100-920 - Transp Infra - Road Surface - Accm Amort	(261,566.97)
170-100-930 - Transp Infra - Road Grade - Cost	8,384,692.89
170-100-940 - Transp Infra - Road Grade - Accm Amortiz	(8,143,386.92)
170-100-950 - Transp Infra - Bridges - Cost	151,977.97
170-100-960 - Transp Infra - Bridges - Accm Amortizati	(94,798.11)
180-100-110 - Inventory - Gravel	54,891.00
180-100-150 - Inventory - Culverts	33,387.30
180-100-160 - Inventory - Fuel	6,973.97
190-100-100 - Prepaids - General	66,768.30
190-100-110 - Prepaid Insurance	29,009.98
610-100-109 - Fire Reserve - Bank Account	4,809.13
610-100-110 - Gas Tax - Bank Account/Wawanesa	200,932.00
610-100-111 - Gas Tax - Bank Account/Oakland	405,440.66
610-100-112 - Replacement (Equip) Reserve - Bank Acct	17,155.93
610-100-113 - Building Reserve - Bank Account	424.74
610-100-114 - Long Term Service Reserve - Bank Account	8,987.79
610-100-115 - General Reserve - Bank Account	22,236.79
610-100-116 - WTS Decommissioning Reserve Bank Acct	3,044.01

Municipality of Oakland-Wawanesa

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Balance Sheet

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610-400-150 - Due To/From Replacement Reserve	10,000.00	
710-100-000 - CASH	50.05	
710-100-100 - Cash On Deposit - Utility	(2,140.44)	
710-200-100 - Utility Accounts Receivable	38,858.89	
710-200-105 - Utilities A/R	36,012.82	
710-500-000 - Accounts Receivable - GST	3,148.90	
710-600-115 - Due To/From General Operating Fund	1,403,571.24	
720-100-100 - Water & Sewer Infra - Land - Cost	8,800.00	
720-100-200 - W & S - Land Improve Wawanesa Lagoon	3,012,177.15	
720-100-210 - Water & Sewer Infra - Land Improvements	(409,990.78)	
720-100-400 - Water & Sewer Infra - Bldgs Wood Frame -	344,424.41	
720-100-410 - Water & Sewer Infra - Bldgs Wood Frame -	(185,519.65)	
720-100-500 - Water & Sewer Infra - Water & Sewer Netw	1,162,867.25	
720-100-510 - Water & Sewer Infra - Water & Sewer Netw	(507,407.44)	
720-100-600 - Water & Sewer Infra - Mach & Equip - Cos	201,829.90	
720-100-610 - Water & Sewer Infra - Mach & Equip - Acc	(146,065.18)	
720-300-100 - Prepaids - General	1,319.31	
810-100-000 - Utility Reserve - Bank Account	44,712.52	
810-400-101 - Due to/from Other Funds - Reserve	1,439.55	
870-200-100 - Souris River Rec - Cash on Deposit	56,608.23	
870-200-101 - Souris River Rec - Petty Cash	645.00	
870-200-110 - Souris River Rec - Accts Rec.	80,819.00	
870-200-116 - Souris River Rec - Land	57,200.00	
870-200-118 - SRR - Land Improvement	17,334.40	
870-200-119 - SRR - Accum Amort - Land Improvemt	(481.51)	
870-200-123 - Souris River Rec - Track - AUC	122,651.80	
870-200-200 - Souris River Rec - Equipment	72,505.10	
870-200-210 - Souris River Rec - Accum Amort - Equip	(22,607.07)	
870-200-220 - Souris River Rec - Buildings	467,144.00	
870-200-222 - Souris River Rec - Accum Amort - Bldg	(460,200.00)	
870-400-405 - Baseball - Prepaid Insurance	333.46	
870-600-205 - Campground - Prepaid Insurance	67.78	
890-300-405 - Wawanesa Pool - Prepaid Insurance	314.28	
890-400-105 - Rink - Cash on Deposit Cap Expend Acct	337,050.51	
890-400-110 - Rink - GST A-R	43,605.00	
890-400-120 - Rink - Prepaid Expenses	31,361.25	
890-400-130 - Rink - Capital Improvements	6,826.54	
890-400-133 - Rink - Asset Under Constructn-Rink Renos	1,004,914.89	
900-100-100 - Smith Cemetery Trust- Bank Account	15,487.29	
Total Assets		11,256,338.58

LIABILITIES

210-200-000 - Accounts Payable	442.25
210-200-163 - MEBP RST Payable	(39.35)
210-200-200 - Accounts Payable - PSFB	18,504.55
210-200-210 - A/P Southwest Horizon S.D.	65,948.07
210-200-220 - Accounts Payable - Brandon School Div. #	18,378.19
210-200-280 - Accts. Pay - Oth. Oper. Accts.	216,412.81
210-200-285 - Accounts Payable - Misc	48,067.00
210-300-100 - Accrued Salaries	11,782.35
210-300-110 - Accrued Wages	4,876.66
210-300-120 - Accrued Holidays Payable	15,693.49
210-300-150 - Accrued Audit Fees	11,750.00
220-100-000 - Deferred Income	6,385.00
220-100-110 - Contractor's deposits	10,000.00

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Municipality of Oakland-Wawanesa
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220-100-140 - Deferred revenues	13,096.25	
240-100-150 - Bank Loan #3	55,518.52	
240-100-151 - Bank Loan #4 (Ice Plant - Rural)	44,444.09	
240-100-152 - Bank Loan #5 (Ice Plant -Wawa)	228,462.12	
620-100-109 - Fire Reserve - Fund Total	4,809.13	
620-100-111 - Gas Tax - Fund Total/Oakland	405,440.66	
620-100-112 - Replacement (Equip) Reserve-Fund Total	27,155.93	
620-100-113 - Building Reserve-Fund Total	424.74	
620-100-114 - Long Term Service Reserve-Fund Total	8,987.79	
620-100-116 - WTS Decommissioning Reserve Fund Total	3,044.01	
620-100-120 - General Reserve - Fund Total	22,236.79	
730-200-110 - Accounts Payable - Other	2,472.50	
730-200-115 - Accounts Payable Misc.	1,550.00	
730-500-110 - Debenture Unmatured Wawanesa Lagoon	846,801.25	
870-200-400 - Souris River Rec- Acc Payable other	19,006.53	
870-200-405 - Souris River Rec - Accrued Audit Fees	2,445.00	
870-500-110 - Campground - Prepaids (Deferred Rev)	300.00	
870-500-115 - Campground - GST Payable	6,226.49	
890-500-100 - Rink - Accounts Payable	31,092.82	
910-200-100 - Smith Cemetery Trust-Fund Total	15,487.29	
Total Liabilities		2,167,202.93
SURPLUS		
300-100-100 - Operating Fund Surplus	4,808,307.40	
300-100-105 - Opening Operating Fund Surplus	307,359.11	
300-100-120 - Current Year's Surplus	176,105.46	
620-100-110 - Gas Tax - Fund Total/Wawanesa	200,931.99	
740-100-100 - Opening Utility Operating Fund Surplus	2,745,543.55	
820-100-000 - Utility Reserve - Fund Total	46,152.07	
870-200-300 - SRR - Nominal Surplus/Retained Earnings	18,862.91	
Net Surplus (Deficit):	785,873.16	
Total Surplus		9,089,135.65
Total Liabilities and Surplus		11,256,338.58