



**Council Meeting
March 21, 2023 at 9:00 a.m.
Council Chamber, Wawanesa, MB.**

CALL TO ORDER – 9:00 a.m.

ADOPTION OF THE AGENDA

BE IT RESOLVED that the agenda for the March 21, 2023 meeting be accepted as presented.

CONFIRMATION OF MINUTES

BE IT RESOLVED that the minutes of the February 21, 2023 regular meeting of Council be hereby approved as circulated.

BE IT RESOLVED that the minutes of the February 27, 2023 special meeting of Council be hereby approved as circulated.

FINANCE

General Account

BE IT RESOLVED that the March 14, 2023 general accounts payables, being cheque #'s 6347 and 6348, 6350 and 6351 and 6353 to 6387, in the amount of \$61,657.40 be hereby approved.

BE IT RESOLVED that the March 14, 2023 general accounts payables, being cheque #'s 6349 and 6352 in the amount of \$7,050.00 be hereby approved.

BE IT RESOLVED that Direct Deposit 252, being staff payroll for the period February 20 to March 3, 2023 in the amount of \$13,608.99 be hereby approved.

BE IT RESOLVED that Direct Deposit 254, being staff payroll for the period March 6 to March 17, 2023 in the amount of \$ 13,007.82 be hereby approved.

BE IT RESOLVED that Direct Deposit 253, being Council indemnities for the month of February, 2023 in the amount of \$7,268.55 be hereby approved.

Utility Account

BE IT RESOLVED that the March 14, 2023 utility accounts payable, being cheque #'s 976 to 984 in the amount of \$8,850.39 be hereby approved.

Statement of Revenues and Expenditures

BE IT RESOLVED that the Statement of Revenues and Expenditures report to February 28, 2023 be received as presented.

Bank Reconciliations

BE IT RESOLVED that the bank reconciliations for the month of February, 2023 be approved as previously circulated.

DELEGATIONS

None

PUBLIC HEARINGS

None

COMMUNICATIONS

Association of Manitoba Municipalities – February 17
Association of Manitoba Municipalities – February 22
Association of Manitoba Municipalities – February 24
Association of Manitoba Municipalities – March 1
Association of Manitoba Municipalities – March 3
Association of Manitoba Municipalities – March 8
Association of Manitoba Municipalities – March 8
Association of Manitoba Municipalities – March 8
Association of Manitoba Municipalities – March 8
CanDock Manitoba – Introduction of Company
Central Assiniboine Watershed District – Cover Crop Funding
Centre for Indigenous Environmental Resources – Southwest Priority Place Mtg. April 4
Federation of Canadian Municipalities – Communique – February 21
Federation of Canadian Municipalities – Communique – February 27
Federation of Canadian Municipalities – Communique – March 6
Federation of Canadian Municipalities – Communique – March 13
Manitoba Agriculture Services Corporation – 2022 Farmland School Tax Rebate Deadline
Manitoba Good Roads – AGM and Awards
Manitoba Transportation & Infrastructure – Noxious Weed Spraying Agreement

Minister of Municipal Relations – Funding Opportunities
Minister of Municipal Relations – Deficit Approval
Municipal Relations – Bulletin #2023-06 – Update to Fees – Aggregate Mining
Pelican-Rock Lake Planning District – Conditional Use Application
Prairie Mountain Health – Health Plus March 2023
Province of Manitoba – Supports for Seniors
Sport Manitoba – 2026 Manitoba Games

BE IT RESOLVED that the above noted communications be received.

COMMITTEE REPORTS

South Zone Report (Ward 3)

Councillor Fisher
Councillor Jones

North Zone Report (Ward 2)

Councillor Fourie
Councillor Hatch – see written report

Wawanesa Zone Report (Ward 1)

Councillor McDonald – see written report
Councillor McGregor – see written report

Head of Council's Report – see written report

Chief Administrative Officer Report – see written report

Finance Officer Report – see written report

Public Works Report – see written report

Wawanesa Public Works

Fire Chief's Report – see written report

BE IT RESOLVED that the verbal and written reports be received.

BY-LAWS

**By-law No. 33-2023 – To Amend Procedure By-law No. 06-2018 with respect to
Council Meeting Days
2nd and 3rd Readings**

BE IT RESOLVED that By-law No. 33-2023, being a by-law to amend Procedure By-law No. 18-2018 with respect to Council meeting days, be read a second time.

BE IT RESOLVED that By-law No. 33-2023 be read a third and final time.

**By-law No. 34-2023 – To Amend Aggregate Transportation By-law
No. 1266/06 with respect to updating municipal name and address and fees
1st Reading**

BE IT RESOLVED that By-law No. 34-2023, being a by-law to amend Aggregate Transportation By-law No. 1266/06 with respect to updating the municipal name and address and to update fees, be read a first time.

UNFINISHED BUSINESS

Abuse & Molestation Policy No. PER016 (amended version)

BE IT RESOLVED that Abuse & Molestation Policy No. PER016 as outline in the correspondence from the Association of Manitoba Municipalities Insurance Program dated March 1, 2023 be approved.

GENERAL BUSINESS

Approach Request – Road 41N in NE 25-7-19 WPM (Bonchuk)

BE IT RESOLVED that in accordance with Approach Policy TRANS008, the application of Justin Bonchuk to construct an approach on Road 41 N located on part of the NE ¼ 25-7-19 WPM be approved.

Municipal Capacity Building Fund

BE IT RESOLVED that a grant in the amount up to \$50,000 be applied for through the Municipal Capacity Building Fund for equipment and personnel to assist in inventory collection and input into the Asset Management Plan.

Manitoba Water Services Board Capital Project Request Form

WHEREAS Council had prepared a priority list in 2022 for capital projects through the Water Services Board;

AND WHEREAS, due to budget restraints, no capital projects were undertaken in 2023;

NOW THEREFORE BE IT RESOLVED that capital project request forms be submitted to The Manitoba Water Services Board with updated dates as follows:

Priority 1	2024/25	Upgrades to Water Treatment Plant as a result of re-assessment;
Priority 2	2026	Pump replacement;
Priority 3	2027/29	Commercial Street Water Main Replacement
Priority 4	2027/29	Replace Water Lines on First to Fourth Street
Priority 5	2027/29	Reline Water Lines on Water Street

2023 Grant Donations

BE IT RESOLVED that grants to community organizations in the amount of \$6,500.00 be approved as per the following list subject to final budget approvals:

The following is a list of the grants that were approved in 2022. The table below shows grants requested for 2023 and can be used as a worksheet for planning purposes.

	Organization	2022 Grant Amount	2023 Requested	2023 Grant Amounts
1	KidSport	300.00	no	300.00
2	RCA Museum	300.00	no	300.00
3	Souris & Glenwood Ag Society	200.00	no	200.00
4	St. Paul's Anglican Church	300.00	no	300.00
5	Wawanesa Community Gardeners	250.00	no	250.00
6	Wawanesa Express	300.00	no	300.00
7	Wawanesa Wee Care Inc. Daycare	1500.00	yes 40,000	1500.00
8	Academic Bursaries- Brandon S.D	500.00		500.00
9	Academic Bursary- S.W. Horizon (O)	500.00		500.00
10	Academic Bursary- S.W. Horizon (W)	500.00	yes	500.00
11	The Kidz Soccer Crew (Nesbitt)	Continue with in kind grass mowing only	no	Continue with in kind grass mowing only
12	STARS Foundation	500.00	no	500.00
13	Manitoba NW Command	205.00	no	225.00
14	Halloween Patrol Wawa Student Council	320.00	no	320.00
15	Wounded Warriors	0.0	yes	Renewal request
16	Harvest First Steps (new)		yes	0.0
17	Crime Stoppers (new)		yes	0.0
18	Ronald McDonald House	0.0	yes	0.0
19	Ag in the Classroom (new)		yes	0.0
20	Unallocated	825.00		805.00
	TOTAL	6,500.00		6,500.00

In accordance with budget approvals, grants in the amounts indicated below will be provided from the related accounts:

	Organization	2022 Grant Amount	Budget Line	2023 Grant Amounts
1	Prairie Mountain Health- Souris	1,000.00	550-500-510	1,000.00
2	Prairie Mountain Health- Wawanesa	1,000.00	550-500-510	1,000.00
3	Brandon Regional Health Centre	1,000.00	550-500-510	1,000.00
4	Carroll Cemetery Committee	1,000.00	550-500-500	1,000.00
5	Methven Cemetery Committee	1,000.00	550-500-500	1,000.00
6	Minnewawa Cemetery Inc.	1,000.00	550-500-500	1,000.00
7	Rounthwaite Cemetery Committee	1,000.00	550-500-500	1,000.00
8	Wawanesa Cemetery Board	1,000.00	550-500-500	1,000.00
9	Glenboro/Sth Cypress Handi Transit	15,000.00	550-500-521	15,000.00
10	Seniors Independent Services	1,300.00	550-500-525	1,300.00
11	Library Services	1,000.00	510-500-510	1,000.00
	TOTAL	25,300.00		25,300.00

In accordance with Special Services By-law 05-2019, grants in the amounts indicated below will be provided from the related accounts:

	Organization	2022 Grant Amount	Budget Line	2023 Budgeted Amount
1	Carroll Community Sportsplex	1,040.00	580-500-140	1,060.00
2	Carroll Memorial Hall Committee	4,175.00	580-500-110 Requesting additional funds to cover special levies and in kind grass mowing ball diamonds/hall	4,260.00
3	Nesbitt Community Club	4,175.00	580-500-110 Requesting \$3,000.00	4,260.00
4	Wawanesa & District Centennial Hall	4,175.00	580-500-110 Requesting additional \$1,045 for snow removal	4,260.00?
5	Sipiweske Museum	500.00	580-500-170	500.00
6	Wawanesa & District Recreation	37,460.00	580-500-140	38,200.00
	Souris River Recreation Commission			
7	Wawanesa Waterpark	36,450.00	580-500-101	37,200.00
8	Wawanesa Campground	10,950.00	580-500-101	11,200.00
9	Wawanesa Baseball Inc.	750.00	580-500-101	765.00
10	Swimming Pools & Beaches	5,100.00	580-400-140	5,100.00
11	Grants re Water to Facilities	4,500.00	580-500-120	4,500.00
	TOTAL	109,275.00		111,305.00

ADJOURNMENT

BE IT RESOLVED that this meeting does now adjourn (time) to meet again on **Friday, April 21, 2023** at 9:00 a.m. at Municipal Office in Wawanesa.

Dave Kreklewich, Head of Council

Joni Swidnicki, Chief Administrative Officer

**Council Meeting
February 21, 2023 at 9:00 a.m.
Council Chamber, Wawanesa, MB.**

The Council of the Municipality of Oakland-Wawanesa met in the Council Chamber in Wawanesa, Manitoba on Tuesday, February 21, 2023 at 9:00 a.m. Members Present: Mike Fisher, Frank Jones, Bob McDonald and Brett McGregor. Head of Council Kreklewich presided.

Member Absent: Councillors Coenraad Fourie and Craig Hatch

Staff in attendance: Chief Administrative Officer Joni Swidnicki, Finance Officer Elaine McGregor, Public Works Manager Stewart Grandison and Videographer Cheryl Fraser

The meeting was open to the public.

CALL TO ORDER – 9:00 a.m.

ADOPTION OF THE AGENDA

McGregor-McDonald

103 BE IT RESOLVED that the agenda for the February 21, 2023 meeting be accepted as presented. CARRIED.

CONFIRMATION OF MINUTES

Fisher-Jones

104 BE IT RESOLVED that the minutes of the January 17, 2023 regular meeting of Council be hereby approved as circulated. CARRIED.

FINANCE

General Account

McDonald-McGregor

105 BE IT RESOLVED that the February 14, 2023 general accounts payables, being cheque #'s 6265 to 6346 and 1-Man in the amount of \$372,375.65 be hereby approved. CARRIED.

Fisher-Jones

106 BE IT RESOLVED that Direct Deposit 248, being staff payroll for the period January 9 to January 20, 2023 in the amount of \$13,094.54 be hereby approved. CARRIED.

McDonald-Fisher

107 BE IT RESOLVED that Direct Deposit 249, being staff payroll for the period January 23 to February 3, 2023 in the amount of \$16,708.35 be hereby approved. CARRIED.

McDonald-Fisher

- 108 BE IT RESOLVED that Direct Deposit 251, being staff payroll for the period February 6 to February 17, 2023 in the amount of \$12,627.36 be hereby approved. CARRIED.

Jones-McDonald

- 109 BE IT RESOLVED that Direct Deposit 250, being Council indemnities for the month of January, 2023 in the amount of \$5,445.02 be hereby approved. CARRIED.

Utility Account

McDonald-McGregor

- 110 BE IT RESOLVED that the February 14, 2023 utility accounts payable, being cheque #'s 963 to 975 in the amount of \$9,278.83 be hereby approved. CARRIED.

Statement of Revenues and Expenditures

Fisher-McDonald

- 111 BE IT RESOLVED that the Statement of Revenues and Expenditures report to January 31, 2023 be received as presented. CARRIED.

Bank Reconciliations

Jones-Fisher

- 112 BE IT RESOLVED that the bank reconciliations for the month of January, 2023 be approved as previously circulated. CARRIED.

DELEGATIONS

RCMP Quarterly Policing Report

IN-CAMERA SESSION

McDonald-Jones

- 113 BE IT RESOLVED that this regular meeting now adjourns to an "in-camera" meeting to discuss an enforcement issue as per Subsection 152(3)(b)(v) of The Municipal Act and all matters discussed in-camera are confidential until discussed in an open meeting as per Section 83(1)(d) of The Municipal Act. CARRIED.

Fisher-McDonald

- 114 BE IT RESOLVED that this "in camera" meeting does now resume back to a regular meeting. CARRIED.

115 Jones-McGregor
BE IT RESOLVED that the presentation by Staff Sergeant Clint Wikander and Corporal Grant Campbell be received. CARRIED.

116 Fisher-McDonald
BE IT RESOLVED that the October 1 to December 31, 2022 RCMP Policing Report as previously distributed be received. CARRIED.

PUBLIC HEARINGS

None

COMMUNICATIONS

Association of Manitoba Municipalities – January 17
Association of Manitoba Municipalities – January 19
Association of Manitoba Municipalities – January 20
Association of Manitoba Municipalities – January 25
Association of Manitoba Municipalities – February 1
Association of Manitoba Municipalities – February 1
Association of Manitoba Municipalities – February 3
Association of Manitoba Municipalities – February 7
Association of Manitoba Municipalities – February 9
B & B Memorial Restoration – 2023 Services
Canadian Wildlife Services – Prairie Skink
Centre for Indigenous Environmental Resources – Southwest Priority Place
Federation of Canadian Municipalities – Communique – January 16
Federation of Canadian Municipalities – Communique – January 23
Federation of Canadian Municipalities – Communique – January 30
Federation of Canadian Municipalities – Communique – February 13
Hudson Bay Route Association – Membership
Michael Kvern – Evaluating Energy Integration in Development Plans
Manitoba Communities in Bloom – 2023 Program
Manitoba Good Roads – January 2023
MIT – Safety Fitness Criteria and Certificates Regulation Amendments
Municipal Relations – Bulletin #2023-01 – Elected Municipal Officials Education Session
Municipal Relations – Bulletin #2023-04 – The Planning Act Handbook
Prairie Mountain Health – Health Plus February 2023
Response to Rural Municipality of Cornwallis – Lake Clementi Drainage
RCMP Survey Centre – Contract Partners Survey
Southwest Regional Round Table – Meeting Invitation
SustainErgy – Community Building Monitoring & Analysis Grant
United Way Centraide Canada – Community Services Recovery Fund

117 McDonald-Jones
BE IT RESOLVED that the above noted communications be received. CARRIED.

COMMITTEE REPORTS

South Zone Report (Ward 3)

Councillor Fisher – see written report

Councillor Jones – see written report

North Zone Report (Ward 2)

Councillor Hatch – see written report

Wawanesa Zone Report (Ward 1)

Councillor McDonald added to his written report to advise that the handi-van committee was applying for grants to upgrade one van. He also advised that he and Councillor Fisher had attended Elected Official training on Friday, February 17 and indicated it was very beneficial.

Councillor McGregor provided a verbal report to indicate the ice plant at the rink was in operation for both the hockey and curling ice. He also advised that he had attended the site at Lake Clementi to review same in relation to the pending variation application.

Head of Council's Report – see written report

Chief Administrative Officer Report – see written report

Finance Officer Report – see written report

Public Works Report – see written report

Wawanesa Public Works – see written report

Fire Chief's Report – see written report

McGregor-Jones

118 BE IT RESOLVED that the verbal and written reports be received. CARRIED.

BY-LAWS

By-law No. 33-2023 – To Amend Procedure By-law No. 06-2018 with respect to Council Meeting Days
1st Reading

Jones-McGregor

119 BE IT RESOLVED that By-law No. 33-2023, being a by-law to amend Procedure By-law No. 18-2018 with respect to Council meeting days, be read a first time. CARRIED.

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)

McDonald-McGregor

- 120 BE IT RESOLVED that Variation Application No. V7/22 be tabled to a special meeting of Council to be held Monday, February 27, 2023 at 6:30 p.m. CARRIED.

GENERAL BUSINESS

RFNow Proposed Fibre Path – Road 112W and 43N Path Addition – 8-8-19W

Jones-McDonald

- 121 BE IT RESOLVED that the proposed fibre path for the Road 112W and 43N Path Addition outlined on the map attached to correspondence dated January 19, 2023 from RFNow be approved subject to the fibre offset being 1m from the property line and all road crossings being directional drilled and work area restored to its former state. CARRIED.

RFNow Proposed Fibre Path – Road 44N Path Addition – NE 7-8-18W

McDonald-Jones

- 122 BE IT RESOLVED that the proposed fibre path for the Road 44N Path Addition outlined on the map attached to correspondence dated January 24, 2023 from RFNow be approved subject to the fibre offset being 1m from the property line and all road crossings being directional drilled and work area restored to its former state. CARRIED.

Manitoba Hydro – Rural Broadband Expansion – Road 44N – SE 14-8-19W

Fisher-McDonald

- 123 BE IT RESOLVED that the proposed fibre optic infrastructure install within the public road allowance on the north side of Turkey Ranch Road (Road 44N) outlined in Drawing No. 1-85900-DD-68421-0206 0001 attached to correspondence dated February 1, 2023 be approved subject to the fibre offset being 3m from the property line and all road crossings being directional drilled and work area restored to its former state. CARRIED.

Enbridge Pipelines Inc – Temporary Equipment Crossing for Soil Remediation – NW 26-7-18 W and SE 26-7-18 W

McDonald-McGregor

- 124 BE IT RESOLVED that in accordance with the blanket Enbridge Access Agreement, the request from Canada West Land to allow temporary equipment crossing for soil remediation in NW 26-7-18 W and SE 26-7-18 W as outlined in the correspondence dated February 9, 2023, be approved. CARRIED.

Application for Tile Drainage – N 6-7-18W (NextGen Drainage Solutions o/b/o Martin)

Fisher-McDonald

125 WHEREAS information has been received from Nextgen Drainage Solutions on behalf of Kelly Martin with respect to a proposed tile drainage project located in N 6-7-18W to the road allowance of Road 107W;

AND WHEREAS no concerns have been expressed by the Public Works Manager;

THEREFORE BE IT RESOLVED that the request for tile drainage permission and consent from NextGen Drainage Solutions on behalf of Kelly Martin to supply and install tile drainage in the land parcel of N 6-7-18W to the road allowance of Road 107W be approved. CARRIED.

Consideration of Renaming the Wawanesa and District Arena

Kreklewich-McDonald

126 WHEREAS ownership of the Wawanesa and District Arena has transferred to the Municipality;

AND WHEREAS some municipalities name facilities and streets after deserving members of the community;

NOW THEREFORE BE IT RESOLVED that Council, in consultation with the Souris River Recreation Commission, consider renaming the Wawanesa and District Arena. CARRIED.

Abuse & Molestation Policy No. PER015

McGregor-McDonald

127 BE IT RESOLVED that Abuse & Molestation Policy No. PER015 be tabled to the Special Meeting of Council to allow the Administration to obtain additional information. CARRIED.

2023 Draft Budget

Fisher-McDonald

128 BE IT RESOLVED that the 2023 draft budget from the Administration be received;

AND FURTHER BE IT RESOLVED that a public hearing be held March 21, 2023 at 6:30 p.m. to receive representation. CARRIED.

Anticipated Deficit Recovery

McDonald-McGregor

129 WHEREAS the 2021 audited financial statements showed a deficit in the amount of \$205,265, which was recovered in 2022;

AND WHEREAS there is an anticipated 2022 deficit in the amount of \$250,000 due to \$210,000 in ineligible projects for gas tax funds and \$40,000 in anticipated operating fund adjustments;

NOW THEREFORE BE IT RESOLVED that the Municipality request permission from the Minister of Municipal Relations to approve the deficit recovery of \$250,000 over three years or less by mill rate. CARRIED.

Cell Phone Reimbursement

Fisher-McGregor

130 BE IT RESOLVED that permanent public works staff, with the exception of the Public Works Manager, be reimbursed for personal cell phone use at a rate of \$40.00/month for full time employees, and a pro-rated amount dependent on hours worked, for part time employees. CARRIED.

IN-CAMERA SESSION

McDonald-Fisher

131 BE IT RESOLVED that this regular meeting now adjourns to an "in-camera" meeting to discuss a personnel and financial matters as per Subsection 152(3)(b)(ii) and (iii) of The Municipal Act and all matters discussed in-camera are confidential until discussed in an open meeting as per Section 83(1)(d) of The Municipal Act. CARRIED.

McDonald-Fisher

132 BE IT RESOLVED that this "in camera" meeting does now resume back to a regular meeting. CARRIED.

Paving Tender

Fisher-McGregor

133 BE IT RESOLVED that Administration be directed to prepare the necessary tender documents for paving of two blocks in Wawanesa and up to three intersections in the rural area. CARRIED.

Independent Contractor

McDonald-McGregor

134 BE IT RESOLVED that the two-year agreement with the Independent Contractor for the years 2023 and 2024 as previously circulated be approved. CARRIED.

ADJOURNMENT

McGregor-Jones

135

BE IT RESOLVED that this meeting does now adjourn (10:10 a.m.) to meet again on Tuesday, March 21, 2023 at 9:00 a.m. at Municipal Office in Wawanesa. CARRIED.

Dave Kreklewich, Head of Council

Joni Swidnicki, Chief Administrative Officer

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

The Council of the Municipality of Oakland-Wawanesa met in the Council Chamber in Wawanesa, Manitoba on Monday, February 27, 2023 at 6:30 p.m. Members Present: Mike Fisher, Coenraad Fourie, Craig Hatch, Frank Jones, Bob McDonald and Brett McGregor. Head of Council Kreklewich presided.

Staff in attendance: Chief Administrative Officer Joni Swidnicki and Videographer Cheryl Fraser

The meeting was open to the public.

CALL TO ORDER – 6:30 p.m.

ADOPTION OF THE AGENDA

Fisher-McDonald

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

Jones-McGregor

137 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. CARRIED.

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)

The applicant, Brian Partridge, was in attendance and provided the additional information that had been requested by Council, including placement of the required holding tank.

Written documentation was provided by the owner of the property and the realtor related to the applicant being authorized to make the variation application.

A written report was provided by Community and Regional Planning related to the intended variance and requirements of The Planning Act.

A written letter of opposition was received from Patricia Warburton and Trenton McCann, adjacent landowners, expressing concerns related to development on the “existing non-conforming” property.

A written letter of opposition was received from Lisa Senicki and Garry Lys, RM of Cornwallis, expressing concern with the extent of the requested variation, geotechnical and environmental concerns.

A written letter of opposition was received from Gord Smith and Donna McIntosh, Lake Clementi Road, related to development on a parcel less than 2 acres and with concerns related to damage from fallen trees with reduced setbacks.

A written letter of opposition was received from Curtis Hullick, Lake Clementi Road, related to extreme variation being requested.

Pat Warburton, on behalf of herself and Trent McCann, Lake Clementi Road, appeared in opposition to the application. She stated their concerns with respect to the size of the lot being proposed for development, and the requirement for tree removal. She also indicated concerns with the location of the holding tank and the pump out requirement. She noted she did not believe the variation would adhere to the requirements outlined in The Planning Act section 97(1)(b). She finalized her presentation by stating she did not want her taxes to increase as a result of this development.

Lois Hunter, Lake Clementi Road, asked about what material would be considered at the meeting.

William Mallett, NE 35-8-19 WPM, appeared in opposition to the application and asked questions related to the process for subdividing other lots in the development if this variation were to be approved.

Dave Hunter, Lake Clementi Road, appeared in opposition and raised concerns related to placement of the driveway and the holding tank. He also voiced concerns related to the existing culvert and the possible impact on drainage.

Donna McIntosh, Lake Clementi Road, appeared in opposition to the application. She stated her concerns with respect to maintenance of the property, including the pumping of the holding tank, as a possible safety issue. She noted existing residences are grand fathered with respect to septic fields.

Gord Smith, Lake Clementi Road, appeared in opposition to the application and indicated concerns with respect to the placement of a well in relation to the septic tank.

Brian Partridge, applicant, appeared in support of the application and provided additional information on the septic tank. He noted he was aware of the permits that would be required with respect to septic tank location.

138 McDonald-McGregor

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.
CARRIED.

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)

139 McGregor-McDonald

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. DEFEATED.

Abuse & Molestation Policy No. PER015

140 Jones-Fisher

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

GENERAL BUSINESS

Unaudited Financial Statements

141 McDonald-Hatch

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

ADJOURN

Fisher-Fourie

142

BE IT RESOLVED that the meeting does now adjourn (7:39 p.m.). CARRIED.

Dave Kreklewich, Head of Council

Joni Swidnicki, Chief Administrative Officer

Report Date
3/14/2023 2:12 PM

Municipality of Oakland-Wawanesa
List of Accounts for Approval
As of 3/14/2023
Batch: 2023-00057 to 2023-00081

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP-GENERAL BANK ACCOUNT					
Computer Cheques:					
6347	2/23/2023	Bell MTS			
		02212023	204 824-2666	282.88	
		02212023	204 824-2602	59.86	342.74
6348	2/23/2023	Christie's Office Plus			
		126473-00	PW office supplies	54.07	54.07
6349	2/23/2023	Mike Fisher			
		008143	College of Paramedics Renewal	550.00	550.00
6350	2/23/2023	Flemington Barbara			
		11282022	Library Services	50.00	50.00
6351	2/23/2023	Gold Business Solutions			
		55m1335481	photocopier charges	124.75	124.75
6352	2/23/2023	Guild Insurance Brokers Inc.			
		02212023	Transp. & Fire Insurance	6,500.00	6,500.00
6353	2/23/2023	Gullett, Dennis			
		008092	College of Paramedics Renewal	550.00	
		0212023	Splints/Medical supplies	954.58	1,504.58
6354	2/23/2023	XPLORE INC.			
		46611501	Internet	128.79	128.79
6355	2/23/2023	Paddock Benjamin			
		02212023	education bursary	500.00	500.00
6356	2/23/2023	Wendy Petersen			
		02152023	Animal Control	89.78	89.78
6357	2/23/2023	PrairieMobile Communications			
		BRMANIN6508	Pagers	1,304.67	
		BRMANIN6509	Battery/speaker/channel	1,018.24	2,322.91
6358	2/23/2023	Receiver General for Canada			
		20230016738	Radio Authorization Renewal	263.08	263.08
6359	2/23/2023	Wilton, Darcy			
		008152	College of Paramedics Renewal	550.00	550.00
6360	2/23/2023	World of Water			
		56633	Office supplies (water)	34.95	34.95
6361	3/07/2023	Bell Mobility INC			
		02202023	204 901-4603	231.62	231.62
6362	3/07/2023	BelIMTS			
		02282023	Acct. 40486199	28.00	28.00
6363	3/07/2023	Inland Kenworth dba			
		20052366	replace windshield on rental	1,168.02	1,168.02
6364	3/07/2023	Manitoba Hydro			
		02272023	Hydro 106 Fourth St.	756.09	
		02272023	Hydro 315 Main St.	176.20	
		02272023	Hydro NE 2-8-18	28.65	

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Municipality of Oakland-Wawanesa
List of Accounts for Approval
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		02282023	Hydro SE 11-8-19	168.77	
		02282023	Hydro Nesbitt Shop	814.36	
		02282023	Hydro NW 19-8-19	30.64	
		03012023	Hydro Wawa. Outdoor lighting	1,084.89	
		03012023	Hydro Nesbitt Outdoor lighting	145.13	
		03012023	Hydro Carroll Outdoor lighting	138.80	3,343.53
6365	3/07/2023	Simpson, Mike			
		CRC-F-095224	Annual Renewal Fee	250.00	250.00
6366	3/07/2023	TAXervice			
		2398183	Tax Sale Costs 37600	669.90	
		2398184	Tax Sale Costs 37700	669.90	
		2398185	Tax Sale Costs 37800	669.90	
		2398186	Tax Sale Costs 38250	669.90	
		2398187	Tax Sale Costs 88200	685.65	
		2398188	Tax Sale Costs 97650	690.90	
		2398189	Tax Sale Costs 200200	690.90	
		2398190	Tax Sale Costs 208300	669.90	5,416.95
6367	3/07/2023	Tufts Machining			
		471-1502	flat mild steel	39.42	39.42
6368	3/07/2023	The UPS Store			
		55510	shredding	19.04	19.04
6369	3/07/2023	Westman Communications Group			
		02282023	Internet	134.35	
		03022023	319 Main St. ph. & internet	96.19	230.54
6370	3/09/2023	Bell Mobility INC			
		03052023	RTK Survey Data	11.20	11.20
6371	3/09/2023	Heritage Co-Op (1997) Ltd.			
		03012023	Fuel & Supplies	7,499.58	
		03012023	MOW Fire	42.52	7,542.10
6372	3/09/2023	Hitrac			
		IH66197	2 bushings grader wing	297.71	297.71
6373	3/09/2023	Kelty Business Solutions			
		CW-8438	managed IT service	1,267.51	1,267.51
6374	3/09/2023	Muheljic, Enes			
		7908	Renewal Fee	550.00	550.00
6375	3/09/2023	MWM Environmental			
		62157	Waste & Recycling Oakland	2,839.95	
		62158	Waste & Recycling Wawa	4,361.37	
		62162	Recycling Green Acres	156.58	
		62161	Recycling Wawa Post Office	156.58	
		62160	Recycling Nesbitt	156.58	
		62159	Recycling Carroll	156.58	7,827.64
6376	3/09/2023	CWB NATIONAL LEASING			
		18590280	MTS National Leasing	132.16	132.16
6377	3/09/2023	PrairieMobile Communications			

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Municipality of Oakland-Wawanesa
List of Accounts for Approval
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		BRMANIN6538	Product Replacement	20.57	
		BRMANOE6245	5-point monitor check	22.40	42.97
6378	3/09/2023	Princess Auto 2222227	airhose grip/rags	153.45	153.45
6379	3/09/2023	RBC Royal Bank 03012023	Visa CAO	469.87	
		03012023	Visa P/W hotel/mines branch	172.12	641.99
6380	3/09/2023	Rescue Consulting Canada Inc. 923	supplies	1,249.50	1,249.50
6381	3/09/2023	Rusty Bucket Auto 11813	oil change/filter	130.95	130.95
6382	3/09/2023	T.I.C Parts & Service 98050	clutch disc	1,793.93	1,793.93
6383	3/09/2023	Toromont Cat PS630833997	returned parts grader	313.18-	
		PS630834203	parts	180.48	
		PS630834204	parts	531.02	398.32
6384	3/14/2023	International Union Feb 2023	Union - Feb 2023	246.04	246.04
6385	3/14/2023	Investia Financial Feb 2023	RRSP #N337111749	457.56	457.56
6386	3/14/2023	MEBP Feb 2023	Feb 2023 Remittance	4,993.58	4,993.58
6387	3/14/2023	Receiver General Feb 2023	Feb 2023 Remittance	17,228.02	17,228.02
				Total for AP:	68,707.40

ROYAL BANK
REPORT NO.: 0106-00000 0555470000
RUN DATE: 2023 MAR 02
RUN TIME: 09:14:11

PAYMENT DISTRIBUTION SERVICE
FILE INPUT PAYMENT CONFIRMATION REPORT

PAGE: 1
BUSINESS DATE: 2023 MAR 02

MUNICIPALITY OF OAKLAND-WAWANE 055547-0000 PDS CAD INST/BRANCH: 0003 ACCOUNT NO. 1001585

FILE CREATION NUMBER: 0252

FILE CREATION DATE: 2023 MAR 02

DUE DATE	VALUE DATE	SELECT DATE	NUMBER OF PAYMENTS	TOTAL AMOUNT
2023 MAR 03	2023 MAR 03	2023 MAR 02	11	13,608.99CR
VALID TRANS FOR	055547		11	13,608.99CR
REJECTED TRANS FOR	055547		0	0.00CR
T-ERROR TRANS FOR	055547		0	0.00CR
GRAND TOTAL FOR	055547		11	13,608.99CR

Staff payroll Feb. 20 to March 3/23

ROYAL BANK
REPORT NO.: 0106-00000 0555470000
RUN DATE: 2023 MAR 16
RUN TIME: 08:48:10

PAYMENT DISTRIBUTION SERVICE
FILE INPUT PAYMENT CONFIRMATION REPORT

PAGE: 1
BUSINESS DATE: 2023 MAR 16

MUNICIPALITY OF OAKLAND-WAWANE 055547-0000 PDS CAD INST/BRANCH: 0003 ACCOUNT NO. 1001585

FILE CREATION NUMBER:	0256			
FILE CREATION DATE:	2023 MAR 16			
DUE DATE	VALUE DATE	SELECT DATE	NUMBER OF PAYMENTS	TOTAL AMOUNT
2023 MAR 17	2023 MAR 17	2023 MAR 16	11	13,007.82CR
VALID TRANS FOR 055547			11	13,007.82CR
REJECTED TRANS FOR 055547			0	0.00CR
T-ERROR TRANS FOR 055547			0	0.00CR
GRAND TOTAL FOR 055547			11	13,007.82CR

Staff Payroll Mar 6 - 17, 2023

ROYAL BANK
REPORT NO.: 0106-00000 0555470000
RUN DATE: 2023 MAR 14
RUN TIME: 09:11:43

PAYMENT DISTRIBUTION SERVICE
FILE INPUT PAYMENT CONFIRMATION REPORT

PAGE: 1
BUSINESS DATE: 2023 MAR 14

MUNICIPALITY OF OAKLAND-WAWANE 055547-0000 PDS CAD INST/BRANCH: 0003 ACCOUNT NO. 1001585

FILE CREATION NUMBER: 0255

FILE CREATION DATE: 2023 MAR 14

DUE DATE	VALUE DATE	SELECT DATE	NUMBER OF PAYMENTS	TOTAL AMOUNT
2023 MAR 15	2023 MAR 15	2023 MAR 14	6	7,268.55CR
VALID TRANS FOR	055547		6	7,268.55CR
REJECTED TRANS FOR	055547		0	0.00CR
T-ERROR TRANS FOR	055547		0	0.00CR
GRAND TOTAL FOR	055547		6	7,268.55CR

Council Indemnity
February 2023

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Municipality of Oakland-Wawanesa
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: UT - UT-ACCOUNTS PAY					
Computer Cheques:					
976	2/14/2023	ALS Labratory Group W845657	Water Samples	18.90	18.90
977	2/14/2023	Cleanflow Utility Supply Compa DAL1040	UTL Supplies	921.92	
		33028-2	UTL Supplies	133.80	1,055.72
978	2/14/2023	G & R Electric 21115	Water Plant Pump	946.59	946.59
979	2/23/2023	Wilton, Drew Feb 2023	Feb 2023	3,914.68	3,914.68
980	3/02/2023	Gardewine North 5517315908-00	Als freight	77.68	
		5517384849-00	ALS freight	76.74	154.42
981	3/02/2023	Lucy's Flowers & Gifts Feb 23, 2023	Jan Freight 2023	18.38	18.38
982	3/02/2023	Manitoba Hydro 6543450 Feb/23	301 Park St.	908.41	
		6775321 Feb/23	New well	50.48	
		6744702 Feb/23	Lot 0 BI 2 PI 95	167.55	
		6522379 Feb/23	Pole 4B Water St.	303.68	
		6528337 Feb/23	Euclid	1,042.80	2,472.92
983	3/02/2023	Wolseley Canada Inc. 7814203	supplies	228.48	228.48
984	3/07/2023	Bell Mobility INC Dialer Mar 2023	Dialer Alert 761-5629	40.30	40.30
Total for UT:					8,850.39
Grand Total:					125,569.24

Certified Correct This March 14, 2023

Mayor

Administrator

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND REVENUES AND EXPENDITURES
For the Period Ending February 28, 2023

	<u>Actual</u>
REVENUES	
Other Revenues	28,962.39
TOTAL REVENUES:	<u>28,962.39</u>
 EXPENDITURES	
Basic Expenditures	
510-000-000 - General Gov't Services	74,665.88
520-000-000 - Protective Services	27,454.02
530-100-000 - Transportation Services	129,426.41
540-100-000 - Environmental Health Services	12,602.17
570-100-000 - Economic Development Services	1,129.80
580-100-000 - Recreation & Culture	1,500.00
590-990-000 - TF-Transfers & Surplus Appr	46,532.92
Total Basic Expenditures:	<u>293,311.20</u>
 TOTAL EXPENDITURES:	<u>293,311.20</u>
 NET OPERATING SURPLUS/(DEFICIT)	<u><u>(264,348.81)</u></u>

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - REVENUES & TRANSFERS
For the Period Ending February 28, 2023

	<u>Actual</u>
OTHER REVENUES	
Licenses, Permits & Fines	
450-100-100 - Licenses - Business & Lottery	60.00
450-100-120 - Development Permits	200.00
450-100-130 - Key Charges	50.00
450-100-145 - Aggregate Transport Fees	10,072.61
Protective Services	
440-100-125 - Donations to Fire Department	250.00
440-100-126 - Donations to Emergency Medical Response	700.00
450-100-165 - Fire Calls	10.00
450-100-168 - Fire Department Agreements	1,120.00
Environmental	
450-100-150 - MMSM & WRARS Payments	0.02
450-100-158 - Waste Disposal - Tire Recycling	111.50
450-100-163 - Recycling Contracts - Green Acres	1,805.44
Sales & Rentals	
420-100-185 - Tax Certificate Revenue	200.00
420-100-190 - Sales of Goods (Maps, Pins)	2.25
420-100-200 - Rentals/Lease	1,200.00
420-100-210 - Mobile Home Rentals	2,400.00
Interest & Penalties	
410-100-120 - Tax and Redemption Penalties	3,495.40
460-100-102 - Investment Income	5,038.56
Other Income	
490-100-100 - Sundry - Miscellaneous Revenue	746.61
Grants & Donations	
440-100-115 - Charitable Donations/Grants Received	1,500.00
TOTAL OTHER REVENUES & TRANSFERS:	<u>28,962.39</u>

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - EXPENDITURES
For the Period Ending February 28, 2023

	<u>Actual</u>
EXPENDITURES	
GENERAL GOVERNMENT SERVICES	
Legislative	
510-100-100 - GG - Legislative - Head of Council	1,199.87
510-100-101 - GG - Councillors	5,179.08
510-100-102 - GG - Other Leg. Services - Mileage	106.14
Total Legislative:	6,485.09
General Administrative	
510-100-108 - GG - CAO	13,730.80
510-100-109 - GG - Finance Officer	11,069.26
510-100-113 - GG - Admin. Salaries	5,656.69
510-100-114 - GG - Admin Assistant	6,505.14
510-100-222 - GG - Clerk & Staff Training & Education	825.00
510-110-120 - GG - Admin & Employee Benefits	5,278.80
510-200-201 - GG - Mileage - Office	7.48
510-200-235 - GG - Tax Sale Costs	(5,209.00)
510-200-240 - GG -Taxation (Municipal Properties)	2,480.83
510-200-260 - GG - Photocopier Charges	234.84
510-200-300 - GG - Meals	244.93
510-200-366 - GG - Computers and Software	11,927.56
510-200-370 - GG - Newspaper Advertising	339.42
510-300-200 - GG - Hydro -Office	499.06
510-300-202 - GG - Phone & Internet	1,094.68
510-400-200 - GG - Office Supplies	1,092.00
510-400-201 - GG - Postage	2,368.54
Total General Administrative:	58,146.03
Other General Government	
510-400-320 - GG - Conv. & Training Registrations	525.00
510-400-330 - GG - Damage Claims & Liability Insurance	7,463.42
510-400-350 - GG - Membership Fees	257.75
510-500-510 - GG - Library Services	50.00
510-900-910 - GG - Health Care Spending Account	1,371.79
510-900-930 - GG - Bank Charges & Interest	366.80
Total Other General Government:	10,034.76
TOTAL GENERAL GOVERNMENT SERVICES:	74,665.88
PROTECTIVE SERVICES	
Fire	
520-200-165 - PS - FIRE - Retainer Fees-Bdn/Souris	4,089.75
520-300-102 - PS - Renumeration, Drills, Fires	440.00
520-300-104 - PS - Building Operation and Maintenance	64.16
520-300-108 - PS - Insurance	2,293.09
520-300-110 - PS - Fire - Utilities	1,568.34
520-300-112 - PS - Fire Fighting Gear and Equipment	12,339.40
520-300-114 - PS - Fuel	197.40
520-400-110 - PS - Fire - Materials & Supplies Misc.	158.40
Total Fire:	21,150.54

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - EXPENDITURES
For the Period Ending February 28, 2023

	<u>Actual</u>
Emergency Measures	
520-200-130 - PS - Emergency Measures Organization	240.00
520-200-135 - PS - Paramedic Association Memberships	1,650.00
520-200-136 - PS - EMR Equip purchased from Donations	3,989.98
Total Emergency Measures:	<u>5,879.98</u>
Other Protection	
520-200-260 - PS - Animal & Pest Control	423.50
Total Other Protection:	<u>423.50</u>
TOTAL PROTECTIVE SERVICES:	<u><u>27,454.02</u></u>

TRANSPORTATION SERVICES

Public Works Employees & Benefits	
530-100-110 - TS - PW Foreman Wages	17,458.54
530-100-111 - TS - PW Operators Wages	8,917.49
530-100-112 - TS - PW Operators Wages	6,333.30
530-100-113 - TS - PW Shared Position	8,021.60
530-100-116 - TS - Equip Operators Allowances	92.33
530-110-120 - TS - Employee Benefits	6,556.71
530-200-116 - TS - Equipment Insur & Registration	12,289.86
530-300-100 - TS - Street Lighting-Carroll & Nesbitt	270.63
530-300-110 - TS - Street Lighting - Wawa	1,034.08
530-300-116 - TS - Nesbitt & Wawa Shops Utility	900.93
530-400-111 - TS - Equipment Fuel	8,863.11
530-400-115 - TS - Equip Repairs & Maint - Misc	422.65
530-400-116 - TS - Work Shop & Yard Operations	12,634.74
530-400-118 - TS - Equip. Repairs NH Loader - W	2,637.39
530-400-119 - TS - Equip. Repairs - Loader	1,222.74
530-400-121 - TS - Equip. Repairs - Graders	7,572.68
530-400-122 - TS - Equip Repairs - CASE IH Tractor	686.81
530-400-131 - TS - Road Main. Gravel Crushing	31,356.82
530-400-133 - TS - Road Mtce - Wawanesa Sand & Salt	2,154.00
Total Public Works Employees & Benefits:	<u>129,426.41</u>
TOTAL TRANSPORTATION SERVICES:	<u><u>129,426.41</u></u>

ENVIRONMENTAL HEALTH SERVICES

Environmental Health Services	
540-100-110 - EH - WTS - Wages - W	2,050.42
540-110-120 - EH - Employee Benefits - WTS-W	122.43
540-200-100 - EH - Wages - WTS - Staff - O	2,694.52
540-200-109 - EH - WTS Hydro - O	97.29
540-200-110 - EH - WTS - Municipal Waste Management	5,817.07
540-200-113 - EH - WTS - Maintenance - W	70.00
540-200-130 - EH - Municipal Wells - Treesbank	504.21
540-200-135 - EH - Municipal Wells - Hayfield	(839.14)
540-200-150 - EH - Recycling	2,085.37
Total Environmental Health Services:	<u>12,602.17</u>

MUNICIPALITY OF OAKLAND-WAWANESA
GENERAL OPERATING FUND - EXPENDITURES
For the Period Ending February 28, 2023

	<u>Actual</u>
TOTAL ENVIRON HEALTH SERVICES:	<u>12,602.17</u>
ECONOMIC DEVELOPMENT SERVICES	
570-200-160 - EC - Veterinary Services	456.96
570-200-210 - EC - Tourism	549.00
570-500-185 - EC - Staff Appreciation	123.84
TOTAL ECONOMIC DEVELOPMENT SERVICES:	<u>1,129.80</u>
RECREATION & CULTURAL SERVICES	
580-500-175 - R&C - Charitable Donations/Grants	1,500.00
TOTAL RECREATION & CULTURAL SERVICES:	<u>1,500.00</u>
FISCAL SERVICES	
Transfer to Capital	
590-990-987 - TF - Transfer to Capital - Building	13,346.42
590-990-991 - TF - Transfer to Capital - PW	33,200.00
Total Transfer to Capital:	<u>46,546.42</u>
Contributions to Reserves	
590-990-994 - TF - Contribution to Building Reserve	(13.50)
Total Contributions to Reserves:	<u>(13.50)</u>
TOTAL FISCAL SERVICES:	<u>46,532.92</u>
TOTAL EXPENDITURES:	<u>293,311.20</u>

MUNICIPALITY OF OAKLAND-WAWANESA
UTILITY REVENUES AND EXPENDITURES

For the Period Ending February 28, 2023

	<u>Actual</u>
REVENUES	
Water and Sewer Charges	
750-100-100 - Water Consumer Sales	(264.55)
Total Water and Sewer Charges:	(264.55)
Other Revenues	
750-100-130 - Penalties	242.63
750-200-100 - Investment Income	54.81
Total Other Revenues:	297.44
TOTAL REVENUES:	32.89
EXPENDITURES	
Water supply	
760-200-000 - UT - Water/Wastewater contractor	3,728.26
760-200-010 - UT - Training & Education (Water)	75.00
760-200-120 - UT - Water Treatment Plant	698.76
760-200-150 - UT - Transmission & Distribution	2,104.23
760-200-160 - UT - Other Water Supply Costs - Contract	298.16
760-300-130 - UT - Wells - Utilities	1,320.60
760-400-120 - UT - Water Treatment Plant-Supplies	1,054.82
760-400-160 - UT - Other Water Supply Costs - Material	13.90
Total Water supply:	9,293.73
Sewage Collection and Disposal	
770-200-000 - UT - Water/Wastewater contractor	3,914.68
770-200-130 - UT - Sewage Treatment & Disposal	1,070.29
770-400-120 - UT - Sewage Lift Station - Materials & S	33.17
Total Sewage Collection and Disposal:	5,018.14
TOTAL EXPENDITURES:	14,311.87
NET OPERATING SURPLUS/(DEFICIT)	
Revenues	32.89
Expenses	14,311.87
Net Surplus (Deficit)	(14,278.98)

COMMITTEE REPORT FOR Ward 2 (name of committee)

COUNCIL MEETING DATE March 21, 2023

SUBMITTED BY Councillor Hatch

I would like to report the following:

Attended special council meeting Feb 27

Reviewed budget details

Attended special ward meeting Mar 2

Reviewed council emails

COMMITTEE REPORT FOR Ward 1 (name of committee)

COUNCIL MEETING DATE March 21, 2023

SUBMITTED BY Councillor McDonald

I would like to report as follows:

- I attended the February Council meeting
- I attended a Public Hearing regarding Lake Clementi
- I attended the Glenboro Municipal Office to sign papers/cheques and go over things regarding applications for grants with our Secretary Treasurer
- I attended Valley Lodge through out the month and met with Secretary Treasurer and Residents to address questions and concerns and sign papers/cheques
- I reviewed Revenue/Expenditure document
- I reviewed Bank Reconciliation's
- I reviewed Emails from Staff/Head of Council/Councillor's

Anything else I will bring up at Meeting.

Councillor Ward 1

Bob McDonald

COMMITTEE REPORT FOR: WARD 1

COUNCIL MEETING DATE: March 21, 2023

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**
- **Reviewed bank reconciliations.**
- **Worked on grant applications and reporting for ice plant installation.**
- **Corresponded with our engineers and contractor on ice plant project. Plant now operating and readying for seasonal shutdown.**
- **Reviewed material for and attended Special meeting February 27th**

COMMITTEE REPORT FOR HEAD OF COUNCIL

COUNCIL MEETING DATE March 21, 2023

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.**
- **I chaired the public hearing on the Lake Clemente property February 27.**
- **I attended the Southwest Caucus meeting in Deloraine on March 17.**

CHIEF ADMINISTRATIVE OFFICER'S REPORT – March 2023

Provincial Conference Calls

The conference calls are continuing, with more emphasis on departmental updates. The most recent call focused on budget preparation, adoption of financial plans and the tax statement printing process.

Property Matters

An enquiry has been received with respect to the process to rezone a property in the Lake Clementi area.

Requests for development permits have increased.

Meetings with Members of Council

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

Animal Control Issues

A warrant has been issued by the Court of Kings Bench for the apprehension of dogs for assessment by the Animal Control Officer. The RCMP will assist along with By-law Enforcement and Animal Control Officers.

Training and Meetings

I participated in a webinar hosted by the Local Government Administration Association of Alberta related to employment contracts.

I have commenced a certification program on Asset Management.

Council Code of Conduct Training

Just a reminder that all members of Council, new or returning, are required to complete the Council Code of Conduct Training by April 26. The link for the training portal is www.manitobamunicipallearning.ca

There are two councillors who must complete this training before the April deadline.

J. Swidnicki
Chief Administrative Officer

FINANCE OFFICER'S REPORT – March 2023

- The Semi-annual GST rebate calculation was completed and submitted for the period July to December 2022.
- I spent quite a bit of time working on the budget, the presentation for the Financial Plan Public Hearing and the Tax Levy By-Law.
- The Tax Sale process continues. Arrears payments were made on two of the 10 potential tax sale properties by the February 24, 2023, deadline. TAXervice will be proceeding with the next step in the process which is preparing the Notice of Tax Sale for registration with Land Titles and preparing the lien against the remaining properties (6 rural and 2 Wawanesa). Costs for this step, which are added to the arrears, total \$5,159 for the eight properties. David Mooney has been confirmed as the auctioneer.
- Manual credits were posted for the 19 residential properties that are exempt from the annual RFNow Levy as per the 2021 resolution. 2023 is the final year for this levy.
- Preparation and gathering of information continue for the year end audit. Sensus auditors will be on-site all day on Wednesday, March 29, 2023.
- Monthly Multi-Material Stewardship Manitoba (MMSM) reporting was completed for January. The Municipality reported a total of 5,980 kg in recyclables (5,680 kg in January 2022).
- The Workers Compensation Board (WCB) annual payroll information report for the Municipality and for the Souris River Rec were completed and submitted by the WCB deadline of February 28, 2023. Rates have increased from .78 to .89 for the Municipality and from .27 to .32 for Souris River Rec. The fee for Volunteer Firefighters remains the same.
- I completed and submitted the Payments in Lieu of Taxes (PILT) confirmation report to the Province which will enable provincial payment for the federal shortfall of the 2022 PILT so that the Municipality does not experience a net loss due to the difference between the reduced federal PILT amount owing and the amount owed to school divisions.
- The Utility program has been updated with all the new rates, as per the PUB order, in preparation for the first quarter billing that will go out in April. I also spent quite a bit of time doing a review and cleanup of the Utility software program.
- Year end Unaudited Financial Statements have been submitted to the province.

- The annual Canadian Free Trade Agreement (CFTA) and Comprehensive Economic Trade Agreement (CETA) compliance reporting was completed and submitted to the Province before the March 15, 2023 deadline.
- I updated our Tax Program so that it is now up to date as of the end of February 2023 with LTO/Transfer of Land and other information from the MMO site.
- I attended a webinar on March 13, 2023 that was jointly hosted by AMM and Western Financial Group that reviewed key concepts of the Abuse Policy guideline and how it protects municipalities.

Elaine McGregor
Finance Officer

Public Works

- 2 snow events in the last month
- Inland truck rental
- Conference in WINNIPEG ON February 27th returned to work February 28th MWWA
- Carrol mb is a work in progress , culvert gate is mia . The drainage should work just by elevation alone to the S/W.
- 6inch pump is need of repair and waiting for a quote from Southern Water System
- Posts and signs ordered for traffic purposes and reflectors
- Decals for equipment ordered
- To comply with the province signs have been ordered for the WTS in Oakland and Wawanesa
- To comply with the province WTS in the municipality will no longer except hazardous waste containers or hazardous waste and propane cylinders .
- To comply with the province a proper operational document for WTS in Oakland and Wawanesa this is a work in progress
- The push blade for the Cat loader is ready for work .

Oakland-Wawanesa Fire Dept Mounthly Report 2023

Jan

Call#	Date	Time	Function/Event/Practise	Location	Personnel	Equipment
23-01	2023-01-09	13:28:00	Medical/ Gas leak	south Cypress	8	4
	2023-01-10	19:00:00	Equipment checks	Fire hall	7	
	2023-01-12	19:00:00	Fire training (Rink)	Fire hall		

Feb

23-02	2023-02-01	09:47:00	Medical assist	Wawanesa	1	1
	2023-02-01	13:30:00	MFR Meeting	Fire hall	1	
	2023-02-06	19:00:00	Training	Fire hall	1	
	2023-02-08	08:00:00	Mutual Aid Meeting	Brandon	1	
	2023-02-13	19:00:00	Equipment checks	Fire hall	6	

March

	2023-03-01		Raffle Start Date		30	
	2023-03-01	19:00:00	CPR Training	Fire hall	14	
	2023-03-02	19:00:00	CPR Training	Fire hall	12	
	2023-03-04	09:00:00	Trauma Training	Fire hall	5	
	2023-03-08	19:00:00	First Aid Training	Fire hall	12	
	2023-03-09	19:00:00	First Aid Training	Fire hall	14	
	2023-03-11	16:00:00	Equipment checks	Fire hall	7	
	2023-03-16	20:00:00	Mutual Aid Hockey	Wawanesa		

MUNICIPALITY OF OAKLAND-WAWANESA

BY-LAW NO. 33-2023

Being a by-law to amend Procedure By-law No. 06-18.

WHEREAS Section 149(1) of The Municipal Act provides that a council must establish by by-law rules of procedure and review the by-law at least once during the term of office.

AND WHEREAS it has been determined that an amendment to the Procedure By-law is required

THEREFORE BE IT RESOLVED that the council of the Municipality of Oakland-Wawanesa, in open meeting assembled, enacts as follows:

1. That Subsection 3.3 be amended by deleting therefrom the word: "Tuesday" and replacing therefor the word: "Friday".

DONE AND PASSED as a by-law of the Municipality of Oakland-Wawanesa this day of 2023.

Dave Kreklewich, Head of Council

Joni Swidnicki, Chief Administrative Officer

Read a first time this 21 day of Feb. 2023.

Read a second time this day of 2023.

Read a third time this day of 2023.

MUNICIPALITY OF OAKLAND-WAWANESA

BY-LAW NO. 34-2023

Being a by-law to amend Aggregate Transportation By-law No. 1266/06.

WHEREAS Section 232(1) of The Municipal Act allows for a Council to establish by-laws related to the safety, health, protection and well-being of people, and the safety and protect of property;

AND WHEREAS the Municipality in accordance with Section 232(1), has established a by-law for the transportation of aggregate in or through the Municipality;

AND WHEREAS it has been determined that an amendment to the Aggregate Transportation By-law is required;

THEREFORE BE IT RESOLVED that the council of the Municipality of Oakland-Wawanesa, in open meeting assembled, enacts as follows:

1. That throughout the By-law, the words: "Rural Municipality of Oakland" be deleted and replaced therefor with the words: "Municipality of Oakland-Wawanesa";
2. That in the second preamble clause, the words "(amended 216/2004)" be deleted and substituted therefor with the words: "(as amended)"
3. That clause 4.1 be amended by deleting the words: "of \$50.00" and replacing therefor the words "in accordance with Fees, Fines and Charges By-law No. 08-2020"; and
4. That in Schedules "A" and "B", the address of "Box 28, Nesbitt, Manitoba R0K 1P0" be deleted and replaced therefor with the address "Box 278, Wawanesa, Manitoba R0K 2G0"

DONE AND PASSED as a by-law of the Municipality of Oakland-Wawanesa this day of 2023.

Dave Kreklewich, Head of Council

Joni Swidnicki, Chief Administrative Officer

Read a first time this day of 2023.

Read a second time this day of 2023.

Read a third time this day of 2023.

Joni Swidnicki

From: Charmaine Virtucio <charmaine.virtucio@westernfgis.ca>
Sent: Wednesday, March 1, 2023 4:30 PM
To: Joni Swidnicki
Cc: Elaine McGregor
Subject: AMM General Insurance Program - Memo - March 1, 2023 - Abuse Policy Revision
Attachments: AMM Abuse Policy - Revised - March 1st 2.PDF

March 1st, 2023

Municipality of Oakland-Wawanesa
PO Box 278
Wawanesa Manitoba
R0K 2G0

Attention: Ms. Joni Swidnicki
Chief Administrative Officer

To Whom it may Concern:

Re: AMM General Insurance Program – Abuse Policy – Revised

As outlined in the prior ***“AMM General Insurance Program - Memo - January 23, 2023”*** at the request of our insurer partners, and in order to better protect municipalities from potential abuse claims, all program participants were asked to draft and adopt an Abuse policy for their respective communities.

We recognize all municipalities will already have employed Harassment policies as required by Manitoba Workplace Safety & Health, however, Abuse falls under a different legal definition. With the aim of better protecting children, youth and vulnerable populations there is a need to employ a policy that addresses abuse specifically.

We value and appreciate the feedback from all municipalities and thank those who have worked diligently in passing motions to adopt and enforce the previously issued policy for their respective communities. Upon further consult with the Province of Manitoba, AMM and legal counsel, a revised policy guideline has been created and attached.

This revised guideline improves upon what was originally issued and provides clarity on how to report cases of abuse, while referencing additional statutes along with alternate links for training resources available.

In addition, a list of FAQ and answers is included below, to address some common questions and feedback.

Finally, a webinar has been scheduled for ***Monday, March 13th, 2023 @ 11:00 AM – 12:00 PM CST***. Invite will be jointly issued by the AMM and WFG in short order. Please join us to review key concepts of the Abuse Policy guideline, how it protects municipalities, and for a Q&A period for those in attendance.

Our focus and commitment is to ensure all parties are on the same page and that any outstanding questions are addressed.

Confirmation and signature of the attached policy is requested back to our office's attention by **April 1st, 2023**. Failure to implement, along with signed copy of the attached could affect coverage in the event of a loss.

We appreciate your prompt attention to this matter.

As always, should you have any questions, please do not hesitate to contact your dedicated Commercial Insurance Advisor, at 1-800-665-8990 or municipalinfo@westernfgis.ca

Western Financial Group (Network) Inc.
per:

copy: Association of Manitoba Municipalities

FAQ:

Why is there a revised Abuse policy being issued through to municipalities to adopt?

Upon additional consult with the Province of Manitoba and counsel a few small but important changes were made to the policy. This includes removing reporting notice through to the AMM specifically, as well as referring to additional governing legislation.

What happens if we already adopted the prior Abuse Policy and issued through to Western? Do we have to complete again?

Insurer partners require a general Abuse Policy to be in place and enforced. The updated policy guideline does have some material changes as noted above, which will help in reporting and resources. If municipalities are able to amend and issue through, that is much appreciated. Those who have yet to complete, we recommend issuing per the updated policy guideline.

What if we wish to create and adopt our own version of an Abuse Policy into our procedures, using the attached only as a reference?

Members are encouraged to use a framework for the abuse policy that fits with what you already employ for your procedures. If a member chooses to create their own version of the Abuse Policy, we ask that you send a copy to us, with signed acknowledgment that it has been implemented

What is the purpose behind this abuse policy?

Purpose of the policy is to serve as an additional guideline to the already well-established Harassment policies that municipalities will have in place as required by Manitoba Workplace Health & Safety. While abuse may sound similar to that of harassment, it is not. Multiple types of abuse from physical, emotional, sexual etc. need to be properly defined within policies and guidelines, of which current Harassment policies will not currently encompass. By ensuring these policies are in place, both program participants, their communities and the AMM General Insurance Program will benefit.

What will happen if we do not complete this policy? Will our insurance policy be cancelled or our rates increase?

There have been no indications from the excess insurers there will be any change in rates or the premium charged for liability coverage. In addition, there have been no advisories this would result in your policy being cancelled. This policy is meant to protect municipalities better against the rising frequency and severity of liability losses due to instances of abuse. It is important to understand, that if an Abuse policy is not implemented, claims relating to liability for abuse may be denied.

Is this happening to other municipalities and businesses across Canada in insurance?

More insurance companies are applying 'Abuse Exclusions' to policies unless specific policies and procedures are in place to properly document how cases of abuse are to be handled. Abuse is a difficult topic, however reports of abuse are being unearthed more, dating back decades in some cases, and within various sectors. Municipalities are not immune to this exposure. Having abuse policies in place will only help to protect against both past and future instances of abuse.

Do we currently have coverage for Abuse under the AMM General Insurance Program?

Yes. This is found within the \$50,000,000 limit of commercial general liability coverage for bodily injury or property damage. As always, claims are subject to a full claims investigation and detailed review of policy wordings by excess insurers.

Are we as municipalities not equipped to handle cases of abuse?

We recognize that each municipality may have different practices and exposures based on size, funding and programming. Having Abuse Policy in place, helps ensure that those working with children, youth and vulnerable populations, as well as any other staff, will have clear policy guidelines on what to do, and who to report instances of abuse to. This will help protect them so that if a statement of claim is filed against a municipality, counsel retained on behalf of the municipality and through the AMM General Insurance Program are in the best position to defend in a court of law.

What resources do we have to refer to?

Please refer to the Abuse Policy which includes updated links to various organizations and associations that provide training and resources. In addition, we would refer each program participant to the well-established Harassment Policies already in place that outline the core functions within municipalities, relating to the handling of Harassment cases. Combined with an Abuse Policy framework, this will help in creating a full and robust policy.

Do all cases of Abuse need to be reported through to the AMM?

The updated Abuse Policy removes the request to notify the AMM directly of instances of abuse. At the very least, potential claims must be reported through to WFG to be documented, in case a statement of claim is filed in future against the program participant.

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.

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



Municipality of Oakland-Wawanesa

Policy & Procedure Manual

Policy

PER016

Reference: Personnel	Classification: Policy
Subject: Abuse & Molestation policy	Pages: 1 of 5
Authority: Council	Effective Date:
Approved: March 21, 2023	Revised:

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 outlining how the Municipality will work to prevent abuse, and how abuse or suspected abuse can be reported and addressed by the Municipality. Bringing awareness of the policy will serve to prevent abuse and to educate Head of Council, Councillors, Employees, and Volunteers (each of whom are a “Municipal Representative”).

2. APPLICATION

This policy applies to Municipal Representatives and requires Municipalities and their Municipal Representatives to deal with any instances of abuse in accordance with this policy. To the extent that there are municipal related enterprises such as community centres, friendship centres, and other operations that may interact with children, youth or vulnerable persons, the municipality is committed to providing those enterprise with the abuse policy, directing the enterprises abide by it, including reporting requirements set out herein.

3. ZERO TOLERANCE STATEMENT:

The Municipality has zero tolerance for any type of Abuse or Molestation as defined below.

4. DEFINITION OF ABUSE:

The following description of “Child”, and “Vulnerable Population” and any other defined terms include, but are not limited to:

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

Vulnerable Person is defined as a person who, because of his or her age, a disability, or other circumstances, whether temporary or permanent, is in need of assistance to meet his or her basic needs with regard to personal care or management of his or her property: or is otherwise at a greater risk than the general population of being harmed by persons in a position of authority or trust relative to him or her.

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, and of the behaviours that must be appropriately reported.

Abuse or Molestation means any act or threat involving molestation, harassment, corporal punishment, or any other form of physical, sexual or mental abuse or mistreatment, and includes the following:

For greater clarity,

A person commits an assault when, without the consent of another person, they apply force intentionally to the other person, directly or indirectly, or attempts or threatens, by an act or a gesture, to apply force to the other person, or causes that other person to believe on reasonable grounds that there is present ability to effect that purpose. Assault is a criminal offence under The Criminal Code of Canada;

Sexual assault is one form of sexual violence. It involves any unwanted sexual activity. Physical touching of breasts, genitals or bum without permission or consent, is sexual assault. Forced kissing, intercourse; or demand or force to participate in any other type of sexual activity without permission or consent, is sexual assault. Sexual assault is a criminal offence under The Criminal Code of Canada;

Abuse of a child means any act or omission by any person where the act or omission results in

- (a) physical injury to the child,
- (b) emotional disability of a permanent nature in the child or is likely to result in such a disability, or
- (c) sexual exploitation of the child with or without the child's consent;

For greater clarity,

Where a person has information that leads the person reasonably to believe that a Child is or might be in need of protection (including where the Child is abused or is in danger of being abused, and where the Child is likely to suffer harm or injury due to child pornography), every person is required, by The Child and Family Services Act, to forthwith report the information to a child and family service agency or to a parent or guardian of the Child;

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.

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.

5. GOVERNING LEGISLATION:

This policy references the applicable legislation that gives grounds to the entity's abuse policy, including:

- Municipal Act, CCSM c. M225, Sections 82, 83 and 127
- Child and Family Services Act, CCSM c. C80, including sections 17 and 18
- Criminal Code of Canada, RSC 1985, c C-46
- Freedom of Information and Protection of Privacy Act, CCSM c. F175
- Freedom of Personal Health Information Act, CCSM c. P33.5
- Personal Information Protection of Electronic Documents Act, SC 2000, c. 5

6. ABUSE REPORTING PROCEDURES:

The Municipality must appoint, by resolution, one or more Designated Representatives to receive reports of Abuse or Molestation from Municipal Representatives.

Where a Municipal Representative observes, becomes aware of, or receives a report of Abuse or Molestation, that Municipal Representative must make a report to a Designated Representative, providing as much information as available to the Designated Representative.

Following receipt of the report, the Designated Representative must promptly gather information, promptly report the Abuse or Molestation to Western Financial Group (hereunder referred to as The Program Administrator), and possibly report the Abuse or Molestation to official agencies depending on the circumstances. Information to be gathered includes the names or identifies of the parties involved, both victim and perpetrator, when the event or events occurred, where, in what circumstances, the names and contact information of any or any other witnesses, and any other information the Designated Representative believes to be relevant or important.

Where the Municipal Representative receives report of Abuse of a Child or a Child in need of protection, the Municipal Representative must immediately report to the relevant child and family service agency and/or parent or guardian of the Child.

Municipal Representatives and Designated Representatives must respond to such reports in a non-judgemental, supportive and comforting manner, but must also explain that the report will be reported to the Program Administrator and may need to be escalated to the proper authority, which may include the relevant child and family service agency or parent or guardian.

7. 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.

8. INVESTIGATIVE & DISCIPLINARY PROCEDURES:

A report of Abuse or Molestation to the Designated Representative that involves a Municipal Representative should result in an employment investigation as per the usual employment practices and determine if disciplinary action is appropriate. The results of the investigation will be given to the Program Administrator.

9. TRAINING

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

Resources are available from the Province of Manitoba and other sources. Some possibly helpful sites are listed below. They are not exclusive:

Province of Manitoba | fs - Reporting of child Protection and Child Abuse (gov.mb.ca)

Province of Manitoba | fs - Child Abuse Registry (gov.mb.ca)

Province of Manitoba | fs - Adult Abuse Registry - Questions and Answers

Abuse Towards Older Adults (wrha.mb.ca)

CMHA Manitoba and Winnipeg – Mental Health for All

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

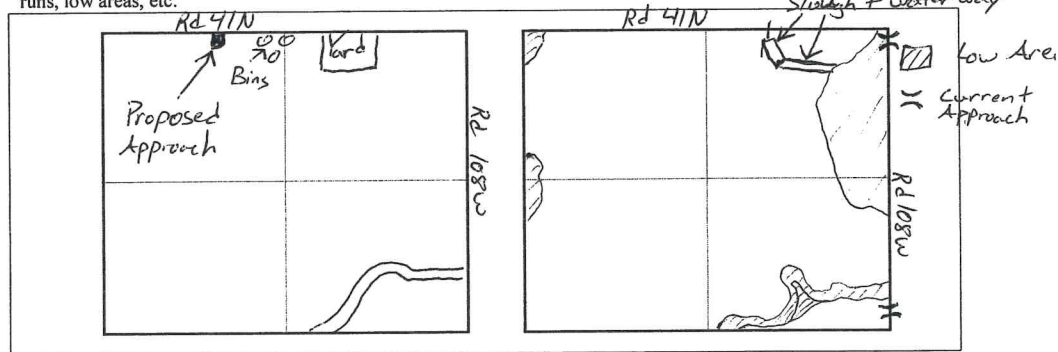
Date

APPROACHES PERMIT APPLICATION FORM**Schedule A****PRIMARY USAGE:**

New Approach:	<input checked="" type="checkbox"/>	Residential:	<input type="checkbox"/>	Agricultural:	<input checked="" type="checkbox"/>	Commercial:	<input type="checkbox"/>	Vacant:	<input type="checkbox"/>
Temporary Approach	<input type="checkbox"/>								
Widen Existing Approach:	<input type="checkbox"/>								
Relocation Of Existing	<input type="checkbox"/>								

Name of Property Owner: Justin Bonchuk / Jenna RobbinsMailing Address: Box 18, Nesbitt MB R0K 1P0Legal Land Description: NE 25-7-19W Roll # 50850Phone: 204 573 7821 Email: justinbonchuk@hotmail.com**PROPOSED PLAN:**

Include a sketch map of your property showing all existing approaches and proposed additions/extensions. Include any existing features of the land described in the immediate vicinity; buildings, roads, utility lines, rivers, streams, natural runs, low areas, etc.

**Reason for Request:**

Current field access doesn't allow entry during wet years and currently relies on permission from other parties to access bins. Heavy equipment/semi's need better access as bin area is crucial to operation all times of the year.

I will pay all costs (if applicable) for the approach construction and will undertake to observe and perform all provisions of The Planning Act, The Development Plan, the applicable Zoning By-Laws and the provisions of other relevant laws, by-laws or agreements.

Landowner signature Justin Bonchuk Date March 3/23**Municipal Office Use Only**

Application Received By: Cheryl Fraser Date Received: March 3, 2023
 Application Fee Received: 230031-005 Water Stewardship License Fee Received: _____

APPROVALS:Council Required Not Required Resolution # _____Water Stewardship License Required Not Required License # _____Utilities Required Not Required MIT Required Not Required

Culvert size _____ Culvert supplied _____ Locates Obtained _____

Province of Manitoba

**MUNICIPAL CAPACITY BUILDING FUND
(MCBF)**

*Provided through the Canada Community-Building Fund (CCBF),
formerly called the Gas Tax Fund*

PROGRAM GUIDE

Overview:

The Municipal Capacity Building Fund (MCBF) is an application-based grant program to help Manitoba's municipalities do local and regional long-term infrastructure planning, such as asset management plans. Funding is provided through Manitoba's portion of the Canada Community-Building Fund (CCBF), formerly called the federal Gas Tax Fund.

Approximately \$780,000 in funding will be available to support capacity building projects under the MCBF until the end of the current CCBF Agreement in March 2024.

Eligible Recipients:

There are three categories of eligible recipients for MCBF:

1. a single municipality
2. partnering municipalities doing a joint project (one municipality must be identified as the lead applicant)
3. a municipality, identified as the lead applicant, that sponsors a non-municipal entity (e.g., MMA, AMM, planning district) to launch a capacity building initiative for the benefit of one or more municipalities

All municipalities applying for project funding under Eligible Recipients categories 1 and 2, and the sponsoring municipality in Eligible Recipients category 3, must be in compliance with the terms and conditions of their CCBF Agreement at the time the intake period closes. This includes meeting the following reporting requirements:

MCBF Funding:

All MCBF projects must advance municipal long-term infrastructure planning practices/plans. These projects can also include specific education and training projects. Municipalities must demonstrate how the project will meet the outcomes of the Capacity Building Category of the CCBF. Maximum funding for projects is \$50,000 per project application and can be applied to 100 per cent of eligible project costs.

Application Deadline:

- The deadline to apply for the MCBF is **April 29, 2023.**

Limit of Applications:

- Municipalities will be limited to one application from each eligible recipient category, provided the projects differ. Duplicate project applications will not be accepted under different recipient categories.

Application Process:

- The MCBF documents are available on MMO under the heading "Grants to Municipalities Guides and Forms." They include the following:
 - MCBF Program Guide (this document)
 - MCBF Application Form (fillable PDF)
 - MCBF Frequently Asked Questions
- All MCBF application documents must be submitted online through MMO by the intake deadline. Incomplete applications may not be considered for funding. Please ensure each document is properly labeled. If submitting more than one application, clearly name the documents for each project.

Eligible/Ineligible Project Activities:

- Eligible project activities are those related to strengthening the ability of municipalities to develop their asset management programs. Some examples include the development of asset management strategies, studies, policies and other components, such as:
 - developing asset inventories and collecting asset data
 - developing data refresh schedules
 - creating systems for condition assessments
 - conducting condition assessments
 - developing formal asset class operating and maintenance plans
 - developing master plans (e.g., transportation)
 - financial modelling
 - GIS, GPS equipment, accompanied by a strategy for its application
- Examples of education and training projects:
 - membership in a recognized asset management organization (first time memberships only)
 - participation/registration fees in an asset management workshop or training program
- Ineligible activities include:
 - employee time not directly associated with eligible asset management-related deliverables outlined in the project application
 - employee time in project funded training/learning events
 - collection/organization of data for sole purpose of meeting PS-3150 requirements
 - development of your own software program

Project Timelines:

- Projects are expected to be completed within 12 months of the project start date set after notification of approval, or a later start date as approved by Manitoba.

Eligible Expenditures:

- only costs incurred between approved start and end dates
- eligible expenditures, as outlined in Schedule 2 of the Municipal Gas Tax Fund Agreement, and more specifically 1.1 b):

for capacity building category only, the expenditures related to strengthening the ability of municipalities to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:

 - i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;*
 - ii. training directly related to asset management planning; and,*
 - iii. long-term infrastructure plans.*
- Employee and Equipment Costs:

For employee and equipment costs to be deemed eligible in a MCBF project, the municipality will be required to attest that the work related to the project needs to be performed by their own staff in order to build capacity and strengthen their ability to develop long-term planning practices. Employee costs are not eligible if they apply to projects that are routine parts of

Province of Manitoba

employees' regular duties or to projects considered routine municipal business. Eligible employee costs should support measurable projects that would not otherwise have been funded.

Employee costs can include direct salaries – actual sums paid by the municipality to the employee which do not include overtime or bonus pay.

Municipalities will be responsible for identifying all estimated employee costs for the project in the MCBF Project Application Form. If the project is approved, funding toward employee costs will be limited to the actual incurred costs identified in the application.

Ineligible Expenditures:

- costs associated with writing and submitting an application for this fund
- costs incurred prior to project approval start date
- costs incurred after approved project completion date, unless completion date is approved for extension
- taxes for which the municipality is eligible for a tax rebate and all other costs eligible for rebates (e.g., GST)
- purchase of land or any interest therein, and related costs
- legal fees
- regular operations, routine repair and maintenance costs
- the cost of leasing of equipment by the municipality
- any overhead costs, including salaries and other employment benefits of any employees of the municipality
- direct or indirect operating or administrative costs of the municipality, and more specifically, costs related to planning, engineering, architecture, supervision, management and other activities normally done by municipal staff, except those specifically approved in the scope of work of the project.

Application Evaluation:

Applications will be reviewed and assessed by provincial officials, in consultation with other government departments. The Association of Manitoba Municipalities will have an opportunity to provide feedback on project applications. Officials responsible for the MCBF have the authority to assess each application on its own merits and will use their best judgment in project approvals.

The following criteria will be used to evaluate applications:

- degree to which asset management knowledge gathered by the municipality, as a result of the project, will be operationally embedded into the organization – 30 per cent
- degree to which the project advances long-term infrastructure plans/asset management programs, (e.g., components such as policies, plans or strategies) – 25 per cent
- demonstrated commitment to do formalized asset management planning activities and alignment of the project within the current state of the municipality's asset management progress as reported in the 2022 Municipal Asset Management Status Report– 25 per cent
- appropriate project scope, budget and readiness necessary to complete the project – 15 per cent
- adaptation for climate change integrated into the project proposal – five per cent*

*For education and training projects, the adaptation for climate change criteria points will be applied to the scope, budget and readiness criteria.

Projects that demonstrate capacity building within the municipal staff bureaucracy, without the hiring of consultants or the purchase of asset management software, will be given extra consideration in the evaluation phase.

Applicants who self-fund a portion of the project will be given extra consideration during the evaluation process.

Payment of Funds:

- The MCBF grant will be paid with 50 per cent of the funding upfront upon approval and the remaining 50 per cent after project completion, and project reporting has been officially completed.
- Unspent project funds will not be paid out to municipalities.

Project Reporting:

- An interim project progress report will be required for those projects expected to take longer than six months to complete.
- A Final Report and Claim for Payment form will be required one month after the estimated project completion date.
- If a project will not be completed on time, a request for extension, with appropriate rationale, must be submitted as soon as the municipality becomes aware that one will be necessary.
- Reporting templates will be sent to all successful applicants.

If you have questions about the **MCBF grant**, please contact:

Municipal Funding Policy and Programs Branch at Manitoba Municipal Relations at MFPP@gov.mb.ca; or by phone at 431-276-0072.

If you have questions about the **Canada Community-Building Fund (CCBF)**, please contact:

Agreement Management Branch of Capital Project Planning and Delivery at infra@gov.mb.ca; or by phone at 204-945-4074 or 1-800-268-4883.



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ROAD MAINTENANCE FLEET MANAGEMENT

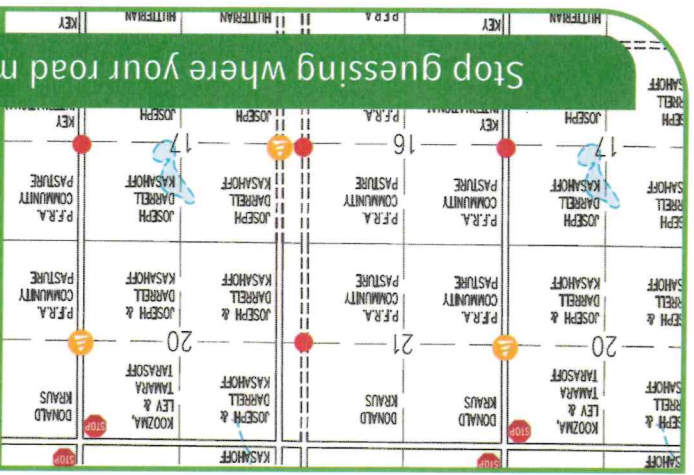


POWERED BY TEXT2CAR

LEGAL LAND TITLE DIGITAL MAP OVERLAY

Your municipal map digitized with
GIS landmarks included

Stop guessing where your road maintenance has been completed



SYSTEM DESIGNED FOR THE PUBLIC WORKS SECTOR

MAJOR SYSTEM FEATURES

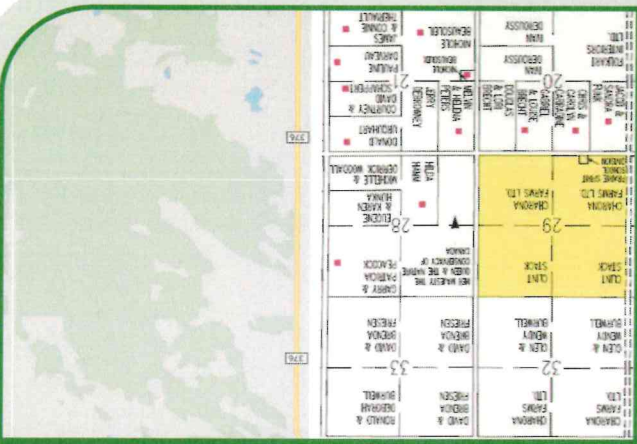
- Greater details (e.g. Side roads, Water features)
- Superior points of reference vs. Google maps
- Compatible with work performed history data
- Compatible with X-it landmark creation data
- See roadways not provided by google maps
- Use your own Legal map
- View land parcels/#'s
- See local land markings
- Internet viewable digital map
- Boundary/section lines
- Map easily printable for presentation and gravel maps

PROVIDES:

- A digitized map
- Information stored forever
- Online access
- Viewable landmarks

Unlimited access included with all RMFM systems

Detailed Map Overlay vs Standard System Map



SYSTEM BENEFITS

- Familiar to R.M. staff and rate-payers
- Easy site/section location
- Greater detail for better planning
- Speed up work-flow
- Precise historical insight for rate payer inquiries
- Eliminate guess-work of unmapped roads



Text2Car
306-979-8900
121 Jessop Ave.
Saskatoon Saskatchewan S7N 1Y3
Canada

Prepared For
Stuart Grandison
MUNICIPALITY of OAKLAND-
WAWANESA
Box 28 54 Main Street
Nesbitt Manitoba R0K 1P0
Canada

Estimate Date
03/08/2023

Estimate Number
0001089-46

Description	Rate	Qty	Line Total
RMFM - Mower Mower Package	\$1,200.00 +GST	1	\$1,200.00
RMFM - Xit X-it - Location Plotting & Notification Device w/ 12v Accessory Plug	\$1,000.00 +GST	2	\$2,000.00
RMFM - RSA Road Segment Analytics - Mile-by-Mile Segment Reporting	\$350.00 +GST	1	\$350.00
DEV-MAP Map Overlay	\$1,000.00 +GST	1	\$1,000.00
* Service Plan - RMFM - X-it & Mower Mower & X-it - Annual Service Plan (\$30/month)	\$360.00 x 3 +GST	3	\$1,080.00 <i>annual</i>
CONFIG-RMFM One-time Configuration/Activation Fee	\$50.00 +GST	3	\$150.00
Shipping - Standard Shipment of Device (Orders typically shipped within 2-3 weeks) NOTE: For product 5 pounds or more.	\$60.00 +GST	1	\$60.00
Install - N/I WE DO NOT PROVIDE INSTALLATION Contact us for 3rd party installer if required	\$0.00	1	\$0.00
Service - System Training Unlimited Initial & Ongoing System Training for All Account Users	\$0.00	1	\$0.00

Subtotal	5,840.00
GST (5%)	292.00
#841391709	

Estimate Total (CAD)	\$6,132.00
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Terms

Estimates are valid for 30 days. Payment required prior to delivery of any hardware or service. Service Plan charged and due on an annual recurring basis. Deactivation eligible on the 2nd anniversary with written notice provided 30+ days prior to this date. Detailed terms and conditions can be reviewed here:

<http://text2car.com/terms-and-conditions.php>



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ROAD MAINTENANCE FLEET MANAGEMENT



X-it HAZARD & ASSET GIS DATA COLLECTION SYSTEM

- Digital map hazards and landmarks
- See all landmarks with custom icons
- Add new landmarks "on the fly"
- Create PDF printable maps with landmarks
- Create "needs work" sections (e.g. Gravel Dump locations)
- Audible "Now approaching location" alert with all capable systems

SYSTEM DESIGNED FOR THE PUBLIC WORKS SECTOR

SYSTEM BENEFITS

- Digital mapping at a fraction of GIS software
- Save time finding frozen culverts, etc.
- Avoid spreading noxious weeds with mowers
- Eliminate spraying in sensitive areas
- Better planning of gravel distribution
- Help project planning by landmark
- Easy transfer between vehicles

ADMINISTRATION AND ASSET MANAGEMENT DATABASE

Signs, Water Valves, Oil wells, Curb stops, and more!

OPERATIONAL INTERACTION

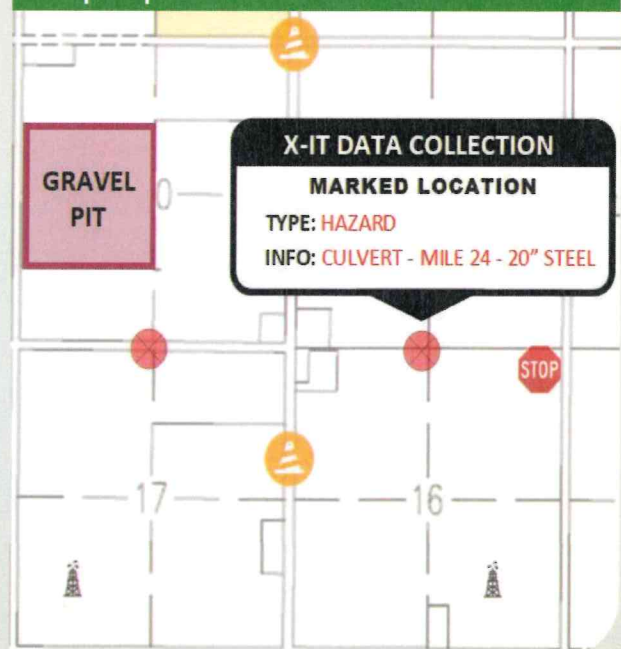
Culverts, Manholes, Washouts, Gravel mapping and more!

System Access
FOR ONLY \$25* /mth
(X-it Lite)

* Subscription Paid Annually

COST EFFECTIVE • EASY TO USE

Map Important Assets and Locations



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Analytics system collects, analyses and presents **all the activities of your road graders, hauler/gravel trucks, sanders, utility vehicles and more.**

- Number of vehicles involved
- Total distance maintained
- Collective operational costs
- Total time of road maintenance performed



See where **All work performed**

This unprecedented data collection is invaluable when it's time to:

- Evaluate performance
- Review how on-track you are with your existing budget
- Create next year's budget
- Ask for Government Grant Assistance
- Accurate fact reporting will help you get approvals



See where **NO work performed**

We can show you all the roads that have "not" received road servicing. You can:

- More easily plan future roadwork activities
- See a historical date of when work "was" last performed
- Possibly interpret these roads as "in good condition – no work required"
- See work that was missed or incorrectly reported as completed

Know **What You Don't Know**



X-it Hazzard/Asset Marker - Sample Testimonials

The X-it marking device is easy to use. The biggest thing we use it for is culvert marking for the mowers. The in-cab alarm works well for avoiding marked culverts. Even the general mapping, we ran into a scenario **when we were being accused of hitting a culvert** and we had proof we weren't even on that road! At least I can go back and say no we weren't there. I like the mapping on it. If a person ever got in a scenario and got in an accident because a road hadn't been graded, I can look back and say it was graded three days ago. **Rm of Cambria - Ryan Tucker - Foreman**

We have a lot of manholes that protrude above the asphalt due to the deterioration and settling of the streets, we marked these hazardous manholes with the X-it marking system and ConX Wireless's unique hazard detection software. The **operators are now alerted as they approach these hazardous manholes** saving the town thousands of dollars in possible repair and down time. The real benefit to having this system is to allow the operator to concentrate on the task at hand **reducing stress and fatigue**. Furthermore, we now have a GIS database of our infrastructure. **Town of Battleford - Eric Bilanski - Public Works Manager**

"With our X-it Marking System, **we've built a database of all our culverts** and can easily review them in our account on a map. This will be very useful information in the future, when new staff take over" **Rm Senlac No 411 - Gordon Wright - Public Works Foreman**

We have the ConX System in our graders and mower so I now have easy access to data that show the date,time and which piece of equipment performed maintenance on a specific area of a road. The automatic reports that come to my email to share with council has saved me time in generating my own reports. **The X-it system has been super for marking all our culverts and signs. The training they provide has been good** - they were very accommodating with our busy single person office. **RM of Coulee No 136 - Tammy Knight - CAO**

We decided to purchase ConX Wireless to try it out in our highway mowers. We just hired a new mower operator and **he has not had a single incident with the assistance of the ConX Wireless hazard detection system. We've been so impressed with the system** that council has decided to expand the system to include our road graders and an X-it mapping device. – **RM of Ponass - Lorretta Prevost - Chief Administrative Officer**

"Since we installed the ConX system in our graders and mowers, I've been able to respond to rate payer inquiries with ease, using indisputable information. I trust our employees to do a good job, but having a system in place to verify timesheets when something seems a bit off, has also been very helpful. **We've used the X-it GIS system to mark all our culverts and now I'm very excited to build the rest of our asset database!**" **RM of Glenside No 377 - Joanne Fullerton – Administrator**

We've had the ConX Wireless system in our graders & mowers for a few years now. It's so beneficial and essential for me to see all the work being done by our operators in real-time and historically. I am able to be proactive in my plan to delivery services in the RM efficiently. **The X-it GIS marking system has helped us map out all of our culverts for our asset management.** The built-in proximity alarm helps us find buried frozen culverts in no time. No more poking around in the snow and wasting time. The same system assisted our GIS contractors in finding our culverts for assessment purposes. It made their job much easier. Last but not least, having the ability to locate our operators in case of an emergency gives us peace of mind knowing we can respond quickly if a situation does arise. **RM of Wolverine - Dale Becker - Public Works Supervisor**

"We found ConX Wireless at the SUMA convention last year and were intrigued by their hazard detection technology. **I have catalogued our curb boxes, manholes, mainline valves, and storm sewers with the X-it Marking system** we purchased and can view each item location in map and list form. It's very handy and time-saving for me to quickly look at the ConX wireless map to see where the curb box I'm looking for is located." **Town of Quapelle, SK - Neil Cameron - Public Works Manager**



POWERED BY TEXT2CAR

ROAD MAINTENANCE FLEET MANAGEMENT



MOWER SYSTEM

Productivity Monitoring & Hazard Detection

- Review YTD budget usage reports
- Eliminate Operator manual daily reports
- In-cab alarm when approaching culverts weeds / hazards

COST EFFECTIVE · AUTOMATED OPERATION · EASY TO USE

SYSTEM DESIGNED FOR THE PUBLIC WORKS SECTOR

SYSTEM BENEFITS

REDUCE OPERATIONAL COSTS

- Maximize employee productivity
- Minimize equipment downtime
- Eliminate mower damage
- Protect culverts from damage
- Improve Employee safety
- A confident operator gets more work done

MONITOR WORK PERFORMED

- Quickly determine work and travel time
- See how many hours and kilometers of work completed
- See precisely where that work was done
- Minimize idle time
- Trust but verify employee activity
- Keep maintenance up to date

System Access
FOR ONLY \$30*
/mth

* Subscription Paid Annually



Operation with or without cellular coverage



Save thousands of dollars in eliminated damage repairs with hazard detection

Hazards Detected in Real-time



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Manitoba Water Services Board Capital Project Request Form Instructions

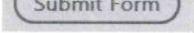
Every year the Manitoba Water Services Board (MWSB) requests Municipal Corporations and Water Cooperatives to identify their desired capital projects for consideration to be included in the MWSB 5-Year Capital Plan. Additional information on the MWSB cost-share program is available on the government website at: <https://www.gov.mb.ca/mr/mwsb/index.html>.

This form requests Municipal or Co-operative entities within Manitoba to identify projects which are to be completed in the next 2–5 years which could be delivered as part of the MWSB Capital projects. Each individual project requires its own form to be completed and submitted.

Feasibility studies requests are not to be included in this Capital Project Request Form. Studies may be requested at any time of the year by emailing a signed and certified resolution of Council or the Cooperative Board to Travis Parsons, MWSB General Manager.

A resolution is not required at time of your application. If your project is approved for funding assistance, a resolution will be required prior to entering into a cost-sharing agreement with MWSB.

Please note MWSB does not carry-over requests from previous years. A new Project Request Form is to be completed each year on the 2023 Project Request Form (Do not use forms from previous years).

Please submit all applications by pressing the “Submit Form” button  at the top right of the Project Request Form. Applications are returned by using the submit button to, Cheryl Lewis, Administrative Officer at MWSB. If you have any questions please contact Travis Parsons, General Manager (travis.parsons2@gov.mb.ca) or Cheryl Lewis (cheryl.lewis@gov.mb.ca). **All applications should be submitted by March 31, 2023.**

Once you click the "Submit Form" button you should receive a confirmation email from Cheryl Lewis within a few days confirming receipt of your Project Request Form(s) and the number of received project requests.

Please send any backup documents in a separate email to Cheryl Lewis and she will attach to your Project Request Form(s).

Project type definitions and examples as well as The Association of Manitoba Municipalities (AMM) Districts Map is included below.

Project Types – Definitions / Examples

Water Treatment Plant – Construction of new water treatment plant, treatment expansion/upgrades, plant building upgrades/expansion.

Treated Water Reservoir – Construction of new treated water reservoir/pumphouse or treated water reservoir/pumphouse upgrades/expansion, pumping system upgrades, pumphouse building upgrades.

Raw Water Supply – Construction of new well(s), replacement/upgrade of well pumps/electrical/other well components, raw water pumphouse, intake, raw water pipeline to the water treatment plant, or chemical feed system on raw water before water treatment plant, well generator.

Watermains – Construction of new watermains, watermain replacement or extension of watermains, watermain relining, valves, curb stops, hydrants, or other components on community distribution systems (service pipe on private property is ineligible).

Water Supply Pipeline – Construction of water supply pipeline between communities, booster stations or reducing stations on supply pipelines.

Rural Water Pipelines – Construction of pipelines to service rural residents/businesses/farms outside of communities, including services and water meter packages.

Water meters – Supply and Installation of water meters, replacement of residential meters, upgrading meters to remote read, remote read system readers and software.

Wastewater Treatment Lagoon – Construction of new wastewater treatment lagoon, lagoon expansion, constructed wetland, and lagoon upgrades including aeration system and other accepted lagoon based technologies.

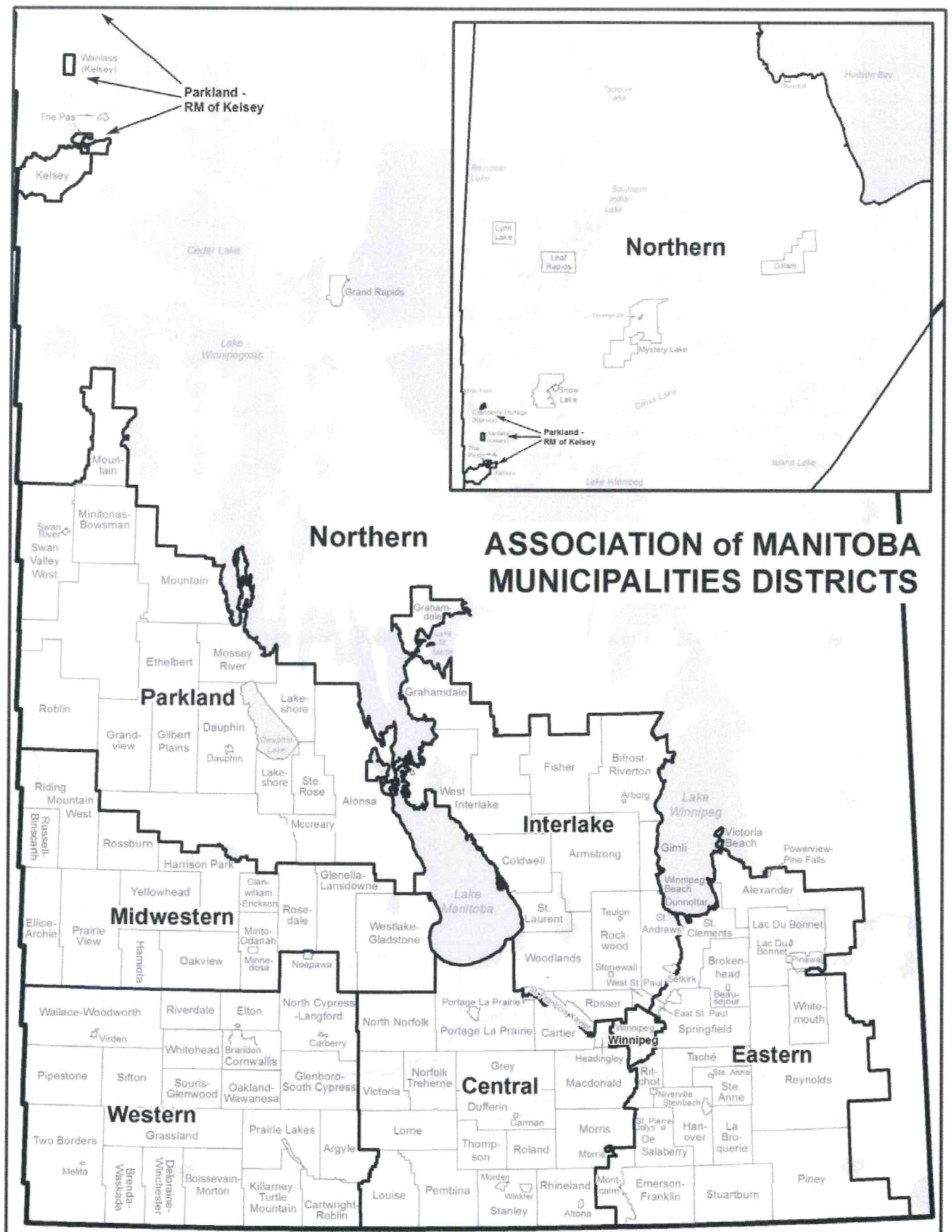
Wastewater Treatment Plant - Construction of new wastewater treatment plant, treatment expansion/upgrades, plant building upgrades/expansion.

Sewermains – Construction of new gravity or low pressure sewermain, sewermain replacement or extension of sewermain, relining, valves, or other components on community collection systems (service pipe on private property is ineligible).

Sewage Lift Station – Construction of new sewage lift station, lift station component replacements, lift station upgrades.

Sewage Forcemain/Gravity Main – Construction of pumped sewage forcemain or main gravity trunk sewer to treatment facility.

Water & Sewer Renewals – replacement/relining of both watermains and sewermain and associated components



2023 Project Request Form

Identify the top capital projects in order of project priority which you would like to be included for consideration in the **MWSB 5-year capital plan for 2024–2029**. Each project requires the following form to be completed in entirety utilizing this Adobe document. Please press submit once completed.

Note: Projects which are NOT ELIGIBLE for assistance from the MWSB are:

- Infrastructure to service seasonal cottages only and resort developments.
- New residential subdivisions, regardless of whether they are being developed by a private developer or the municipality.

1) Applicant Information:

Entity Type: _____
(Ex. City, Town, or Co-operative, etc.)

Entity Name: _____ AMM District: _____
(See AMM Districts Map)

2) Project Description:

Project Rank/Priority: _____ Water or Wastewater: _____

Project Type (Scroll for Additional Options): _____
(See definitions on Instruction Sheet)

Was this project submitted in Previous Years? _____

Project Name: _____
(i.e. River Drive Watermain Replacement, Johnsonville Lagoon Expansion)

Preferred Project Start: _____

Project Description: Provide a maximum 250-word description of what is proposed.

3) Select all prioritization criteria that apply to the proposed project:

- ☐ Protects Public Health and/or Environment
- ☐ Addresses Regulatory Issues
- ☐ Regional Based Water or Wastewater System
- ☐ Enhances Climate Resiliency
- ☐ Supports Economic Development
- ☐ Offers Water Conservation and Water Use Efficiencies
- ☐ Embraces Innovative Technologies and Approaches
- ☐ Involves Indigenous Engagement
- ☐ Involves Public/Other Stakeholder Engagement

Provide a maximum 500-word description of how this project addresses or provides each of the above selected criteria.

4) What previous engineering has been completed for the proposed works?

(Please submit PDF copies of all studies along with this application via separate email.)

Engineering Study / Pre-Design / Cost Estimate: _____

Environment Act Proposal: _____ Detailed Design: _____

Other: _____

5) Project Costs and Financing:

What is the anticipated cost of the proposed project?

(A cost estimate number is required, even if previously completed by MWSB. If the cost is not known, please provide your best estimate of the magnitude of the costs.)

Estimated Cost of Project: _____ (e.g. \$10,000,000.00)

Estimate Source:

MWSB: ☐ Consultant: ☐ Contractor: ☐ Applicant: ☐

How would the Municipality finance their portion of the proposed project?

Borrowing: ☐ Gas Tax: ☐ Reserve Funds: ☐ Other: ☐

6) Asset Management Plan

Has the Municipality/Co-op developed an Asset Management Plan? _____