



**Minutes of the Regular Meeting of the Council
of the Municipality of Bifrost-Riverton**

In the Province of Manitoba, held on Thursday, January 12, 2023
Commencing at 4:00 PM in the Council Chambers at 329 River Rd. Arborg, MB

PRESENT

Reeve: Brian N. Johnson, Deputy Reeve: Chad Johnson
Councillors: David King, Gordon Klym, Shawn Magnusson, Corey Palsson
Admin: CAO Jordan Willner, ACAO Tanis Johnson

ABSENT

Councillor: Ken Stadnek

1. CALL TO ORDER

Reeve Johnson called the meeting to order at 4:00 PM.

2. CONFIRMATION OF MINUTES

Resolution 001-2023

Moved by Deputy Reeve Johnson

Seconded by Councillor Magnusson

Be it resolved that Council do hereby adopt the following Minutes as presented:
Regular Meeting of Council – December 8, 2022

CARRIED

3. ADOPTION OF AGENDA

Resolution 002-2023

Moved by Councillor King

Seconded by Councillor Klym

Be it resolved that the Agenda be adopted and the order of the agenda is authorized to be altered as required with the following additions:

3.1 Councillor Requested Additions:

- i) Personnel Committee – Councillor Klym
- ii) 2022 Personnel Evaluation – Councillor Klym
- iii) In-Camera: Personnel – Councillor Klym, Preliminary – Reeve Johnson
- iv) Roll 439000.000 – Unsightly Property – Councillor Palsson
- v) Hnasa Development 2023 Plans – Councillor Magnusson
- vi) Foreman Report – November 2022 – Councillor Klym

3.2 Administration Requested Additions:

- i) 6.9 - Evergreen Regional Library – 2023 Funding
- ii) 6.10 - Arborg Bifrost Parks and Recreation Commission – Facility Naming Rights
- iii) 10.13 - Arborg Bifrost Parks and Recreation Commission – Program Booking Software
- iv) 10.14 - Engagement with TAXervice for Property Tax Arrears Recovery
- v) 10.15 – Riverton Bifrost Parks and Recreation Commission – Letter of Support to BSC Application

CARRIED

4. RECEPTION OF DELEGATIONS/PETITIONS

4.1 Don Buchko, 2023 DFA Road Construction – 5:30 pm

Entered at 5:30 PM. Representing Glenko Enterprises (1994) Ltd., Mr. Buchko appeared before Council with Bret Buchko to allege mistreatment by WSP as the contracted project management company for the Municipal 2022 DFA Event repairs. They requested to be awarded all 2023 repair work as compensation for their complaint, and mentioned to challenge the legitimacy of the Flood program’s delegation of repairs. Exit at 5:40PM.

5. REPORTS OF ELECTED OFFICIALS/COMMITTEES

Resolution 003-2023

Moved by Councillor King

Seconded by Councillor Klym

Be it resolved that Council hereby accept the verbal reports of elected official/committees as presented.

CARRIED

6. COMMUNICATIONS

Resolution 004-2023

Moved by Councillor King

Seconded by Councillor Magnusson

Be it resolved that Council accept the following communications as presented:

6.1 Public Works Manager Activity Report for December 2022

6.2 Chief Administrative Officer Activity Report for December 2022

6.3 Bifrost Municipal Airport – 2023 Budget & 2022 Report

6.4 Bifrost-Riverton Seniors Resource – Conference Support Request

6.5 FYRST Program – Grant Request

6.6 Manitoba Metis Federation – Election Congratulations

6.7 Minister Eileen Clarke – AMM 2022 Fall Convention Follow-Up

6.8 Westshore Community Foundation – Community Services Recovery Fund

6.9 Evergreen Regional Library – 2023 Funding

6.10 Arborg Bifrost Parks and Recreation Commission – Facility Naming Rights

CARRIED

7. ACCOUNTS

7.1 Authorization of Accounts for Payment

Resolution 005-2023

Moved by Deputy Reeve Johnson

Seconded by Councillor Magnusson

RESOLVED THAT Council do hereby adopt and approve total payables for expenses in the amount of \$ 1,131,054.79;

AND FURTHER BE IT RESOLVED THAT Council do hereby adopt and approve payroll & council indemnities and expenses for the pay periods ending January 6, 2023, in the amount of \$125,942.75;

AND FURTHER BE IT RESOLVED THAT Council hereby adopt and approve total Government Remittance in the amount of \$20,018.56 for the month of December, 2022;

AND FURTHER THAT signing officers be authorized to sign cheques for same, Cheque #'s 1568 – 1659 and e-cheques as listed.

CARRIED

7.2 Unaudited Financials as at December 31, 2022

Resolution 006-2023

Moved by Councillor Klym

Seconded by Councillor Magnusson

Be it resolved that Council hereby accept the December 31, 2022 Unaudited Financial Statements as presented.

CARRIED

7.3 2023 Operating Line of Credit – Pledge of Taxes

Resolution 007-2023

Moved by Deputy Reeve Johnson

Seconded by Councillor Palsson

Whereas Section 173(1) of *The Municipal Act* states: A council may by resolution borrow money for operating expenses during a fiscal year, but the amount borrowed must not exceed the amount collected in taxes and grants in lieu of taxes in the previous fiscal year;

And whereas the Municipality of Bifrost-Riverton's 2022 taxes and grant in lieu total was \$3,913,488 with an outstanding amount of \$297,413, providing an available amount of \$3,616,075;

Therefore be it resolved the Council of the Municipality of Bifrost-Riverton set the 2023 line of operating credit with Access Credit Union Ltd at the amount of \$3,600,000 and authorize the Reeve and CAO to sign a Municipal Pledge of Taxes with the financial institution.

CARRIED

7.4 2021 Schedule 14 Deficit

Resolution 008-2023

Moved by Councillor King

Seconded by Deputy Reeve Johnson

Whereas the Province of Manitoba requires a Schedule 14 Reconciliation of Annual Surplus/deficit to the Consolidated Annual Financial Statements;

And whereas the Municipality of Bifrost-Riverton for their year ended December 31, 2021 posted a Schedule 14 municipal net deficit under the municipal act in the amount of \$732,574;

And whereas the unaudited reconciliation of the 2021 annual deficit was created by two specific factors caused by the differences in cashflow and accrual accounting methods:

- 1) A timing issue by the construction of Capital Assets that were recorded as “Under Construction” as of December 31, 2021 in the amount of \$668,858, which will later be amortized and expensed across the life expectancy of the asset;
- 2) Because the municipality spent \$699,482 in Gas Tax Reserve Funds but only received \$371,849, resulting in a negative \$327,633 cashflow-accounting deficit which only Schedule 14 recognizes;

Therefore be it resolved that the Council of the Municipality of Bifrost-Riverton notify the Minister of Municipal Relations of the 2021 Schedule 14 deficit of \$732,574 and that there will be no recovery efforts put forth in the 2023 Financial Plan.

CARRIED

8. BY-LAWS

8.1 By-law 10-2022 – Remuneration of Employees for 2023

Resolution 009-2023

Moved by Councillor King

Seconded by Councillor Magnusson

Whereas the Council of the Municipality of Bifrost-Riverton believes it to be in the best interest of the Municipality to appoint and establish rates of remuneration for employees by by-law;

Therefore be it resolved that Council give second reading to By-law 10-2022, being a by-law of the Municipality of Bifrost-Riverton to provide for the appointment and remuneration employees for the year 2023.

CARRIED

Resolution 010-2023

Moved by Deputy Reeve Johnson

Seconded by Councillor Magnusson

Be it resolved that Council give third and final reading to By-law 10-2022, being a by-law of the Municipality of Bifrost-Riverton to provide for the appointment and remuneration employees for the year 2023.

Recorded Vote: For: Brian N. Johnson, Chad Johnson, David King, Gordon Klym, Shawn Magnusson, Corey Palsson Against: Nil Absent: Ken Stadnek

CARRIED

8.2 By-law 11-2022 – Designated Officers

Resolution 011-2023

Moved by Deputy Reeve Johnson

Seconded by Councillor Magnusson

WHEREAS Section 130 of *The Municipal Act* states that, “a council may by by-law establish one or more positions to carry out the powers, duties and functions of a designated officer under a by-law of this or any other Act, and may give each such positions any title the council considers appropriate.”;

AND WHEREAS Section 131 of *The Municipal Act* provide authority for a designated officer to delegate to an employee of the Municipality a power, duty or function given to the officer under a By-Law or Act;

AND WHEREAS Section 242(1) of *The Municipal Act* states: if a designated officer finds that a person is contravening a by-law or this or any other Act that the municipality is authorized to enforce, the designated officer may by written order require the person responsible for the contravention to remedy it if, in the opinion of the officer, the circumstances so require;

THEREFORE be it resolved the Council of the Municipality of Bifrost-Riverton hereby give second reading to By-law 11-2022, being a by-law to authorize the establishment of the positions of Designated Officer and repeal By-law 12-2016.

CARRIED

Resolution 012-2023

Moved by Deputy Reeve Johnson

Seconded by Councillor King

Be it resolved the Council of the Municipality of Bifrost-Riverton hereby give third and final reading to By-law 11-2022, being a by-law to authorize the establishment of the positions of Designated Officer and repeal By-law 12-2016.

Recorded Vote: For: Brian N. Johnson, Chad Johnson, David King, Gordon Klym, Shawn Magnusson, Corey Palsson Against: Nil Absent: Ken Stadnek

CARRIED

8.3 By-law 12-2022 – Procedures

Resolution 013-2023

Moved by Councillor King

Seconded by Deputy Reeve Johnson

Be it resolved that Council give second reading to By-law 12-2022, being a by-law of the Municipality of Bifrost-Riverton to regulate the proceedings and conduct of the council and committees thereof and repeal By-law 2-2021.

CARRIED

Resolution 014-2023
Moved by Councillor Klym
Seconded by Councillor Magnusson

Be it resolved that Council give third and final reading to By-law 12-2022, being a by-law of the Municipality of Bifrost-Riverton to regulate the proceedings and conduct of the council and committees thereof and repeal By-law 2-2021.

Recorded Vote: For: Brian N. Johnson, Chad Johnson, David King, Gordon Klym, Shawn Magnusson, Corey Palsson Against: Nil Absent: Ken Stadnek

CARRIED

8.4 By-law 13-2022 – Special Service Levy – Riverton Garbage

Resolution 015-2023
Moved by Councillor King
Seconded by Councillor Palsson

Be it resolved that Council do hereby adjourn the regular meeting of Council to enter into a Public Hearing at 5:00 pm for By-Law 13-2022 being a Special Service Levy for Riverton Garbage Collection 2023 and 2024.

CARRIED

Public Hearing Minutes
Special Service Levy By-law 13-2022
5:00 PM

1. Call Public Hearing to Order

Reeve Johnson called the Public Hearing to order at 5:00 PM.

2. Notice of Public Hearing

Reeve Johnson reviewed the Notice of Public Hearing that was in accordance with *The Municipal Act* and confirmed that all effected properties received a letter mailed to them on December 20, 2022.

3. Receiving of Special Service in Favour or Opposed

One letter was received in opposition and presented.

(No other objections received; no registered speakers present.)

4. Adjournment

Resolution 016-2023
Moved by Councillor King
Seconded by Councillor Klym

Be it resolved that Council do hereby adjourn the Public Hearing on By-Law 13-2022 and resume the regular meeting of Council at 5:04 PM.

CARRIED

Resolution 017-2023
Moved by Councillor Klym
Seconded by Councillor King

Whereas Section 312 of *The Municipal Act* provides in part as follows; If approved by by-law, a municipality may provide, as a special service to all or part of the municipality, (e) the collection and transportation of waste or recyclable materials;

And whereas the Council of the Municipality of Bifrost-Riverton has prepared Special Service Plan # 1-2022 to establish a rate for Garbage Collection Services in the urban area of Riverton pursuant to Part 10 of *The Municipal Act*;

Now therefore be it resolved that the Council of the Municipality of Bifrost-Riverton hereby give second reading to By-Law 7-2022, being a By-law to establish a rate for Special Service Proposal for Garbage Collection Services on all residential and commercial properties, excluding vacant lots within the urban area of Riverton for the years 2023 to 2024, inclusive.

CARRIED

8.5 By-law 1-2023 – Opening of Public Road

Resolution 018-2023
Moved by Councillor Klym
Seconded by Councillor King

Whereas Section 289 of *The Municipal Act*, S.M. 1996, c.58 provides, as follows:

“A municipality may open land for public use as a municipal road by:

- (a) passing a by-law opening the road; and
- (b) registering the by-law and a plan at the appropriate land titles office”;

And whereas the Council of the Municipality of Bifrost-Riverton deems it necessary and desirable to open a municipal road over, upon and across the lands hereinafter described;

Therefore be it resolved that the Council of the Municipality of Bifrost-Riverton introduce and give first reading to By-Law 1-2023 being a bylaw of the Municipality to open a municipal road upon and across the land described as follows: All that portion of the public road shown within the limits of Frac. South 1/2 Section 21, Township 22, Range 4 E.P.M., being Parcel G, Plan 32571, as shown on a plan prepared by Dwayne Denchuk, Manitoba Land Surveyor, between the 15th of December, 2020 and the 14th of September, 2022 and sworn to by him on the 17th day of November, 2022.

CARRIED

9. UNFINISHED BUSINESS

9.1 Quarry Lease 3212 on 22-24-4E

9.2 Drainage Work Agreement under Licence to Construct Water Control Works 2020-WCW-0321 with Richard Chomokovski – Re: Road 141N between Roads 10E and 11E

9.3 Drainage Work Agreement under Licence to Construct Water Control Works 2021-WCW-0029 with Richard Chomokovski

9.4 Riverdale Place Workshop Inc. - Additional Funding Request

10. GENERAL BUSINESS

10.1 Variance RMB-22-53V Public Hearing – 5:15 pm

Resolution 019-2023

Moved by Councillor Magnusson

Seconded by Councillor Klym

Be it resolved that Council do hereby adjourn the regular meeting of Council to enter into a Public Hearing on Variance Application RMB-22-53V at 5:15 pm

CARRIED

Public Hearing Minutes

Variance RMB-22-53V

5:15 PM

1. Call Public Hearing to Order

Reeve Johnson called the Public Hearing to order at 5:15 PM.

2. Notice of Public Hearing

Reeve Johnson reviewed the Notice of Public Hearing that was in accordance with *The Municipal Act*.

3. Receiving of Variance in Favour or Opposed

In Favour – Nil

Opposed – Nil

For Information – Allison Driedger attended on behalf of the Applicant to answer any questions from Council/at-large.

4. Adjournment

Resolution 020-2023

Moved by Councillor Klym

Seconded by Deputy Reeve Johnson

Be it resolved that the Council of the Municipality of Bifrost-Riverton hereby adjourn the Public Hearing on Variance Application RMB-22-53V at 5:17 pm.

CARRIED

Resolution 021-2023

Moved by Deputy Reeve Johnson

Seconded by Councillor Palsson

Whereas applicant Municipality of Bifrost-Riverton, regarding property legally described as W ½ of NW 27-21-4E, Roll 9600.000, and located in the Municipality of Bifrost-Riverton, has applied to the Council of the Municipality of Bifrost-Riverton to vary RM of Bifrost Zoning By-law 4-2011;

And whereas provided under Chapter P80 of The Planning Act, Part 6, Variances, as it applies to the property in order to reduce the minimum site area of the residual parcel from 80 acres to 30.49 acres;

And after careful consideration of the application and any representations made for or against the Variation, the Municipality of Bifrost-Riverton Variation Board in meeting duly assembled this 12th day of January, 2023, Approve the said Variation.

CARRIED

10.2 Subdivision Application 4105-22-8223

Resolution 022-2023

Moved by Councillor King

Seconded by Councillor Palsson

Whereas Fridfinnson Enterprises Ltd. has applied for Approval of Subdivision (SD File 4105-22-8223), with the intent to subdivide a 119.2 acre property to consolidate a portion of the property with an 5.41 adjacent acre property;

Now therefore be it resolved that after careful consideration of the application, the Council of the Municipality of Bifrost-Riverton approve Subdivision Application 4105-22-8223;

Municipal approval is granted subject to the following conditions:

1. Submit written confirmation from the Municipality that:

- a) Taxes on the land to be subdivided, for the current year plus any arrears, have been paid or that an arrangement satisfactory to Council has been made;
- b) The landowner enters into a Development Agreement with the Municipality. Any associated legal costs of said agreement are to be borne by the applicant. The development agreement is to cover such matters including, but not limited to:
 - i. Any structures built on the land be constructed on land in excess of 266.06 metres CGVD28 or on land which has been raised with clean imperious fill to be in excess of 226.06 metres CGVD28.

CARRIED

10.3 Subdivision Application 4105-22-8229

Resolution 023-2023

Moved by Councillor Magnusson

Seconded by Deputy Reeve Johnson

Whereas Fridfinnson Enterprises Ltd. has applied for Approval of Subdivision (SD File 4105-22-8229), with the intent to create one rural residential lot and provide legal access to another property;

Now therefore be it resolved that after careful consideration of the application, the Council of the Municipality of Bifrost-Riverton approve Subdivision Application 4105-22-8229;

Municipal approval is granted subject to the following conditions:

1. Submit written confirmation from the Municipality that:

- a) Taxes on the land to be subdivided, for the current year plus any arrears, have been paid or that an arrangement satisfactory to Council has been made;
- b) The owner/applicant obtain minor variances to vary:
 - i. The site area for the residual lot 1 from the minimum 80 acres to 79.5 acres.
 - ii. The site area for the residual lot 2 from the minimum 80 acres to 71 acres.
- c) The landowner enters into a Development Agreement with the Municipality. Any associated legal costs of said agreement are to be borne by the applicant. The development agreement is to cover such matters including, but not limited to:
 - i. Flood protection measures including any structures built on the land to be constructed on land in excess of 227.05 metres CGVD28.

CARRIED

10.4 Performance Bond Release Request

Resolution 024-2023

Moved by Councillor Magnusson

Seconded by Councillor Palsson

Whereas the Municipality of Bifrost-Riverton entered into a Performance Agreement with Brian Austfjord on May 18, 2017, and extended the agreement by Council Resolution on May 9, 2018 and August 12, 2021 for the relocation of two modular trailers to Roll 0086100.000 in the Municipality of Bifrost-Riverton, to ensure the required Manitoba Building Code upgrades were completed;

And whereas an Eastern Interlake Planning District Inspection on January 6, 2023 reported that all conditions and terms of the Performance Agreement are fulfilled;

Therefore be it resolved that Council do hereby authorize the CAO to release the Performance Bond held for this purpose in the amount of \$1,500.

CARRIED

10.5 AMM - Elected Officials Training Sessions

No action

10.6 Community Volunteer Recognition Gala – Volunteer Selection

Defer to Unfinished Business.

10.7 Riverton Memorial Arena - Letter of Support Request for Building Sustainable Communities Grant Application

Resolution 025-2023

Moved by Councillor Klym

Seconded by Councillor Palsson

Be it resolved that the Council of the Municipality of Bifrost-Riverton hereby supply a letter of support to Riverton Memorial Arena for their Building Sustainable Communities Grant Application for renovations to all bathrooms, change rooms showers and bathrooms, and the black matting in the lobby.

CARRIED

10.8 Riverton Transportation & Heritage Centre – Letter of Support Request for Canada Summer Jobs Program Application

Resolution 026-2023

Moved by Councillor Magnusson

Seconded by Councillor Palsson

Be it resolved the Council of the Municipality of Bifrost-Riverton hereby supply a letter of support to the Riverton Transportation and Heritage Centre to accompany their Canada Summer Jobs program application.

CARRIED

10.9 Riverton & District Handi-Van – 56 Laura Ave.

Resolution 027-2023

Moved by Deputy Reeve Johnson

Seconded by Councillor Palsson

Whereas the Riverton and District Handi Van Inc board has requested use of the old fire hall on 56 Laura Avenue in Riverton;

Therefore be it resolved that the Council of the Municipality of Bifrost-Riverton authorize the Riverton and District Handi Van use of the former Riverton Bifrost Fire Hall to operate and safely store their vehicles.

CARRIED

10.10 Riverton Garbage Collection Services Tender Results

Resolution 028-2023

Moved by Councillor Palsson

Seconded by Councillor Magnusson

Whereas the Municipality of Bifrost-Riverton advertised the garbage collection services for Riverton for the years of 2023 and 2024 as per Purchasing and Procurement Policy;

And whereas the two lowest tenders received were for the same quoted amount;

And whereas the Municipal Policy on Tendering and Procurement allows for items to be considered in determination awarding contracts including the quality and performance of previous works which the Municipality used as a determining factor to award to the successful bidder;

Therefore be it resolved that the Council of the Municipality of Bifrost-Riverton accept the proposal from Bardarson Enterprises at the quoted rate of \$36,000/year.

CARRIED

10.11 2023 Emergency Plan Approval

Resolution 029-2023

Moved by Councillor Palsson

Seconded by Councillor King

Whereas *The Manitoba Emergency Measures Act* requires municipalities to implement emergency preparedness programs and plans to achieve a state of readiness for emergencies and disasters;

And whereas a partner municipality within the North East Interlake Emergency Measures Board, NEIMB updates the municipal emergency plan annually for distribution;

Therefore be it resolved the Council of the Municipality of Bifrost-Riverton hereby adopts the 2022 Municipal Emergency Plan for the Municipality of Bifrost-Riverton and Council instructs the CAO to make it available on BifrostRiverton.ca under Emergency Services and to be submitted to the Manitoba Emergency Measures Organization.

CARRIED

10.12 Xplore – Installation of Telecommunication Facilities

Resolution 030-2023

Moved by Councillor Magnusson

Seconded by Councillor Palsson

Be it resolved the Council of the Municipality of Bifrost-Riverton hereby approve Xplore's request for the installation of telecommunication facilities at their indicated locations.

CARRIED

10.13 Arborg Bifrost Parks and Recreation Commission – Program Booking Software

Resolution 031-2023

Moved by Councillor Klym

Seconded by Councillor King

Be it resolved the Council of the Municipality of Bifrost-Riverton hereby approve Arborg Bifrost Parks and Recreation Commission request to purchase Program Booking Software, with the request it be specifically indicated and included in their Operational and Capital Budget for 2023.

CARRIED

10.14 Engagement with TAXervice for Property Tax Arrears Recovery

Resolution 032-2023

Moved by Deputy Reeve Johnson

Seconded by Councillor Magnusson

Be it resolved the Council of the Municipality of Bifrost-Riverton authorize the Chief Administrative Officer to sign the Engagement Letter with Taxervice for property tax arrears recovery.

CARRIED

10.15 Riverton Bifrost Parks and Recreation Commission – Letter of Support to BSC Application

Resolution 033-2023

Moved by Councillor King

Seconded by Deputy Reeve Johnson

Be it resolved that the Council of the Municipality of Bifrost-Riverton hereby supply a letter of support to Riverton Bifrost Parks and Recreation Commission for their 2023 Capital Building Sustainable Communities Grant application.

CARRIED

10.16 Council Additions to Agenda

Roll 439000.000 – Unsightly Property – Administration advised Councillor Palsson that unsafe structure complaints start with reporting it to East Interlake Planning District.

Hnausa Development 2023 Plans – Administration supplied Councillor Magnusson with a summary of plans and cost estimates on the Hnausa Development.

In-Camera – Personnel and Preliminary

Resolution 034-2023

Moved by Councillor King

Seconded by Deputy Reeve Johnson

Be it resolved that in accordance with *The Municipal Act* Section 152(3)(b)(ii) and (iii) Council do hereby close the meeting to the public and move In-Camera at 7:00 PM.

CARRIED

Resolution 035-2023

Moved by Deputy Reeve Johnson

Seconded by Councillor Magnusson

Be it resolved that Council do hereby move out of In-Camera and resume the regular meeting of Council at 7:30 PM.

CARRIED

11. NOTICE OF MOTION

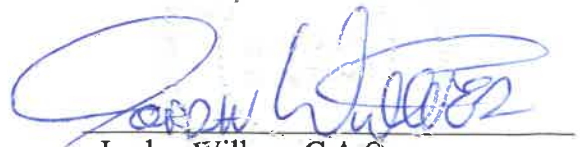
None

12. ADJOURNMENT

The meeting was adjourned by Councillor King at 7:31 PM.



Brian N. Johnson, Reeve



Jordan Willner, C.A.O.