

AGENDA

Call to order and Invocation

- 1. Adoption of Agenda**
- 2. Adoption of LUD Minutes**
 1. November 4, 2015
 2. Matters arising from minutes
- 3. Financial Reports**
 1. To November 30, 2015
- 4. Accounts Payables & Indemnities**
 1. To November 30, 2015
 2. Additional bills for approval
- 5. Delegations**
- 6. Unfinished Business:**
 1. Street Light Installation – Update
 2. Drainage on Dawson Road – Update
 3. Open Well to be Sealed - Update
- 7. New Business:**
 1. Building Permits:
 - i. TBA if applicable
 2. 2016 Interim Operating Budget
 3. Procedure's Resolution
- 8. Committee Member Comments**
- 9. Correspondence:**
 1. RM of Ste. Anne – Minutes of November 4 & 18, 2015
 2. Conflict of Interest / Code of Conduct Policy
- 10. Notice of Motion**
- 11. In Camera**
 1. ****
- 12. Adjournment**

THE LUD OF RICHER

December 2, 2015

Minutes of the regular meeting of the Local Urban District of Richer held at the LUD Hall in the LUD of Richer on December 2, 2015.

Chairman Roger Godard called the meeting to order at 7:30 pm with the following Committee members present: John Lenton and Brent Wery. Paul Saindon, Ward 3 Councillor for the RM of Ste. Anne and Recording secretary Nadine Vielfaure, ACAO for the RM of Ste. Anne, was also present.

ADOPTION OF AGENDA

131-15 Lenton – Godard

BE IT RESOLVED that the agenda for the regular LUD meeting of December 2, 2015 be accepted as presented.

Carried.

ADOPTION OF MINUTES

132-15 Lenton – Saindon

BE IT RESOLVED that the minutes of the regular LUD meeting held on November 4, 2015 be adopted as presented.

Carried.

FINANCIAL REPORT

133-15 Saindon – Wery

BE IT RESOLVED that the LUD Financial Statement for the period ending November 30, 2015 be hereby approved and adopted as presented.

Carried.

ACCOUNTS PAYABLE

134-15 Saindon – Wery

BE IT RESOLVED that the November 2015 Invoice Summary, in the amount of \$5,278.00, be approved for payment;

BE IT FURTHER RESOLVED that the following additional invoices be approved for payment:

	Vendor	Invoice #	Amount net of GST
1	Lauraine Saindon	November 2015	\$60.00
2	Henry Proteau	Nov.2015-lights	\$200.00
3	Godard Ent. Inc.	Nov.2015-lights	Donate 8.5 hrs
4	The EnRicher	2016 adv.	\$60.00

Carried.

Grant to Richer School**135-15 Lenton – Wery**

BE IT RESOLVED that the LUD of Richer Committee donate \$250.00 to the Richer School for the Breakfast Club Program in recognition of their spring 2015 garbage removal around the LUD of Richer.

Carried.

UNFINISHED BUSINESS**Street Light Installation**

At the November 4, 2015 LUD of Richer Committee meeting, LUD Resolution #124-15 was passed requesting the RM of Ste. Anne to authorize the installation of up to 3 additional street lights on Godard Street. At the November 18, 2015 regular meeting of the Council of the RM of Ste. Anne, Resolution #570-15 was passed granting this authorization. A copy of the resolution was given to Chairman Roger Godard in order for him to present it to MB Hydro to start the application process. Chairman Roger Godard stated that he will be attending the MB Hydro office in the coming days to pick-up the application.

Drainage on Dawson Road

At the October 7, 2015 regular meeting of the LUD of Richer Committee, Resolution #108-15 was passed authorizing Orlando Hiebert to survey the southern ditch of Dawson Road E between 64 Dawson Rd E. and PR 302, including culvert elevations. Chairman Godard indicated that the RM office had received profiles from Orlando regarding this. Chairman Godard will be contacting Orlando to obtain the survey information.

Open Well to be Sealed

At the November 4, 2015 LUD Committee meeting, Recording Secretary Nadine Vielfaure was instructed to request the property owner of 44089 Dawson Road to have an open well sealed. A letter was sent to the property owner on November 10, 2015, including an Application for Sealing Abandoned Wells form from the Cooks Creek Conservation District. To date no progress has been observed on the property. Committee member John Lenton will bring the matter to the attention of the CCCD for further enforcement if possible.

NEW BUSINESS**2016 Interim Operating Budget****136-15 Saindon – Lenton**

WHEREAS Section 163 of *The Municipal Act* states that Council may adopt a financial plan consisting of an estimate of operating revenue and expenditure for the following fiscal year, being 2016;

AND WHEREAS the LUD Committee finds it beneficial to establish the same;

BE IT RESOLVED that the LUD Committee approve the following provisional estimates:

LUD Legislative Indemnities	\$7,510
LUD Streets & Roads	\$1,700
LUD Snow & Ice Removal	\$4,000
LUD Street Lighting	\$6,000
LUD Garbage Collection	\$6,000
LUD Hall	\$3,000

Carried.

Procedures Resolution**137-15 Lenton – Godard**

WHEREAS Section 114(1) of *The Municipal Act* states that an LUD committee must pass a resolution to establish rules of procedure that are to be reviewed on an annual basis;

BE IT RESOLVED that the Local Urban District of Richer establishes the following rules of procedure:

1. Regular meetings of the LUD committee will be held on the first Wednesday of each month at 7:00 pm in the LUD Hall located at 136 Dawson Road E;
2. Written notice of meetings, along with the agenda and supporting documentation for the matters to be discussed, are to be provided to the Committee members a minimum of twenty four (24) hours prior to the regular meeting by the recording secretary;
3. The Chairman of the LUD committee will approve a change in meeting date, time or place with notice to be given verbally to the Committee members within twenty four (24) hours of the new meeting date, time or place, and place notification of the change in at least one public place in the LUD, preferably on the door to the LUD of Richer Hall;
4. Committee members are to inform the recording secretary at least forty-eight (48) hours in advance of matters that they wish to see added to the agenda;
5. Rules respecting the conduct of the committee meeting are as follows:
 - a. The matters shall be discussed in the order that they appear on the Agenda;
 - b. When speaking on a matter, Committee members shall address the chair;
 - c. A member may speak to a question as long as the Chairman deems it reasonable;
 - d. Any motion that is tabled shall be discussed at the next regular meeting of the Committee;
6. Rules respecting public participation and delegations at Committee meetings are as follows:
 - a. Delegations may contact the LUD recording secretary or the Chairman at least forty-eight (48) hours prior to the regular meeting in order to schedule a time to address the LUD Committee;
 - b. Should a delegation or a member of the public fail to follow the procedure above, the LUD Committee may decide at the meeting if they wish to hear the delegation or not;
 - c. A delegation shall appoint one person to address the Committee, and shall be allowed a maximum of fifteen minutes to present their information. Should additional time be required, the Committee may agree, by majority vote, to permit a longer delegation time;
 - d. All delegations are to be scheduled at the beginning of the meeting;
7. Should the Chairman be unable to chair any meeting, or any part of the meeting, the remaining committee members shall, by resolution, appoint another committee member to act as chair;
8. Committee members who declare a conflict of interest will excuse themselves from the room during all discussions and voting regarding that matter;
9. Special Meetings may be called
 - a. by the Chairman at his/her discretion or
 - b. by the Chairman within twenty-four (24) hours upon receiving written or verbal notice from two Committee members; or
 - c. by the Secretary within twenty-four (24) hours upon receiving written or verbal notice from two Committee members, in the case of the Chairman's absence or neglect to do so;
10. Notice of the Special Meeting will be given to all Committee members in accordance with Section 2 and 3 above;
11. All meetings are open to the public, unless a resolution is passed to go in-camera;

(cont'd on page 4)

(cont'd from page 3)

12. In-camera meetings may be held for the following purposes:
 - a. Personnel matters;
 - b. Preliminary discussions, which if discussed in public could prejudice the Committee's ability to carry out an activity or negotiation;
 - c. Unresolved legal matters;
 - d. By-Law Enforcement matters; and
 - e. Issues dealing with security of documents or property;
13. All matters discussed in-camera are to be kept confidential until the Committee passes a resolution allowing the matter to be discussed publicly;
14. Committee members may ask to have a vote recorded in the minutes for any resolution passed. The request must be made prior to the motion being passed. The secretary shall record who requested the recorded vote along with how each member voted;
15. A quorum is required for and during each committee meeting, and consists of the majority of the members comprising the Committee
16. A committee member has one vote each time a vote is held at a Committee meeting at which the member is present.
17. As per *The Municipal Act*, Section 117(2), a council must not delegate to the committee of a Local Urban District or a member of the committee the power to enter into on behalf of, or administer, any contract of the municipality or to deliver any service on the municipality's behalf;
18. LUD committee may pass resolutions recommending that the Council of the RM of Ste. Anne take certain actions where the LUD does not have *The Municipal Act's* authority to make decisions regarding, but not limited to, the following matters:
 - a. Signing contracts;
 - b. Entering into agreements;
 - c. Approving permits and subdivisions;
 - d. Approving variations and conditional uses; and
 - e. Writing cheques
19. A Committee member is disqualified from the Committee if he or she
 - a. is absent for the full duration of three consecutive regular Committee meetings unless the absences are with the leave of the Committee, granted by a resolution passed at any of the three meetings, a prior meeting or the meeting following the 3rd absence;
 - b. ceases to be qualified as a voter in the LUD;
 - c. forfeits his or her seat on the Committee; or
 - d. breaches the requirement of confidentiality under Section 13 of the LUD Procedures Resolution.

CORRESPONDENCE

138-15 Wery – Godard

BE IT RESOLVED that the 2 correspondence items listed on the December 2, 2015 LUD meeting agenda be received as information.

Carried.

MIT Appreciation**139-15 Wery – Saindon**

BE IT RESOLVED that Chairman Roger Godard be authorized to expend up to \$150.00 for a meal with representatives of Manitoba Infrastructure and Transportation in appreciation of the cooperation received while accomplishing several projects in the LUD of Richer in 2015.

Carried.

IN CAMERA**140-15 Saindon – Godard**

BE IT RESOLVED that this meeting recess to go in camera to further discuss matters in the preliminary stages of discussion, by-law enforcement, legal and/or personnel issues, and that all matters shall remain confidential until a report is made public.

Carried.

OUT OF CAMERA**141-15 Lenton – Saindon**

BE IT RESOLVED that this meeting reconvene into regular session.

Carried.


ADJOURNMENT**142-15 Saindon – Lenton**

BE IT RESOLVED that the meeting be adjourned at 8:30 pm.

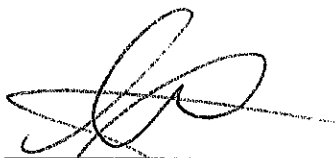
Carried.

NEXT LUD MEETING

Regular Meeting – Wednesday, January 6, 2016 at 7:00 pm



Roger Godard
Chairman
LUD of Richer



Nadine Viellefaure, CMMA
Recording Secretary
LUD of Richer