



Committee Meeting Minutes

December 6, 2023 - 07:00 PM

Minutes of the regular committee meeting of the Local Urban District (LUD) of Richer held at the Richer Young at Heart Club at 22 Dawson Road W, in Richer, MB, on December 6, 2023.

CALL TO ORDER

Chair John Lenton called the meeting to order at 7:10 pm, by acknowledging that we are located on Treaty 1 Lands, the traditional lands of the Anishinaabe, Cree, Oji-Cree, Dakota, Dene, and the birthplace of the Métis Nation.

ATTENDANCE

COMMITTEE MEMBER	IN ATTENDANCE	ABSENT
JOHN LENTON, CHAIR	X	
NORMAND BREMAUD	X	
JESSICA OSTROWSKI	X	
PAT STOLWYK, WARD 3 COUNCILLOR		X

Also in attendance was Legislative Officer Nadine Vielfaure

AGENDA

LUD-2023-106

Committee Member Bremaud

Committee Member Ostrowski

BE IT RESOLVED THAT the LUD of Richer committee meeting agenda of December 6, 2023, be adopted as presented.

CARRIED

MINUTES

LUD-2023-107

Committee Member Ostrowski

Committee Member Bremaud

BE IT RESOLVED THAT the LUD of Richer committee meeting minutes of November 1, 2023, be adopted as presented.

CARRIED

FINANCES

Accounts Payables

LUD-2023-108

Committee Member Ostrowski

Committee Member Bremaud

BE IT RESOLVED THAT Council be requested to approve the payments included in the November 2023 Invoice Summary, in the amount of \$11,140.93.

CARRIED

At 7:17 pm, Reeve Richard Pelletier joined the meeting.

At 7:20 pm, Councillor Pat Stolwyk joined the meeting.

November Financial Statements

LUD-2023-109

Committee Member Bremaud

Councillor Stolwyk

BE IT RESOLVED THAT the LUD of Richer Financial Statement for the period ending November 2023 be hereby adopted as presented.

CARRIED

Budget 2024 - Update

Administration to revise as directed by the Committee.

DELEGATION(S) – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

LUD of Richer - Procedures Resolution - Review

LUD-2023-110

Committee Member Lenton

Committee Member Bremaud

WHEREAS the LUD of Richer Hall sustained water damages from a burst pipe;

AND WHEREAS it is in the best interest of the LUD of Richer taxpayers to surrender the Hall to the Municipality to be converted into a storage building, pending Council Resolution;

AND WHEREAS the Richer Young at Heart Club has agreed to rent the Hall to the LUD of Richer Committee to hold our monthly meetings for the foreseeable future;

AND WHEREAS the 2022 LUD of Richer Procedures Resolution needs to be amended to reflect this change of venue;

BE IT RESOLVED THAT the LUD of Richer Committee adopt the revised Procedures Resolution as attached hereto as Schedule 'A' .

CARRIED

LUD of Richer - Annual Yard Decorating Contest

LUD-2023-111

Committee Member Ostrowski

Councillor Stolwyk

WHEREAS the LUD of Richer Committee set a maximum budget of \$600 towards the Annual Holiday Contest prizes to be awarded, matching donations received at a rate of 1.5 times;

AND WHEREAS community businesses have generously committed to donating amounts resulting in the matching LUD contributions exceeding this \$600 limit;

BE IT RESOLVED THAT Council be requested to authorize an \$850 budget for prizes in light of generous community business sponsorships.

CARRIED

LUD Crosswalk

LUD-2023-112

Committee Member Lenton

Committee Member Bremaud

WHEREAS Dawson Road in the Local Urban District of Richer is under the jurisdiction of Manitoba Transportation and Infrastructure (MTI) and is a priority road in the region which sees a variety of vehicular and pedestrian traffic;

AND WHEREAS Dawson Road East, being a half mile long between intersections, provides direct access to the local school, daycare, museum, cemetery, park, fire department, and grocery store, along with many residences and home based businesses, in addition to special events occurring at various times throughout the year hosted by the museum and park;

AND WHEREAS the community has identified a need for a crosswalk in front of the Richer School and Daycare to improve the safety of the users crossing Dawson Road at this central location along this segment of road, not just as a part of the daily school routine, but

throughout the year due to the nature of the attractions in this area;

BE IT RESOLVED THAT Council be requested to express the Municipality's desire to have a crosswalk established on Dawson Road, in proximity to the Richer School, Daycare, Museum and Cemetery grounds, and request Manitoba Transportation and Infrastructure's Traffic Engineering Branch conduct a Pedestrian Crossing Review to determine if this project meets the national standards for crosswalks in order to have this installed by MTI at their cost.

CARRIED

PLANNING & DEVELOPMENT

Proposed Telecommunications Tower W6832 - Rogers

Received as information.

NOTICE OF MOTION/PETITIONS – None.

CORRESPONDENCE

LUD-2023-113

Committee Member Bremaud

Councillor Stolwyk

BE IT RESOLVED THAT the following 6 correspondence items be received as information:

RM Minutes of November 6, 8, and 22, 2023

Child Nutrition Council of Manitoba

Richer Day Care Centre

Richer Community Club - Meeting Minutes

Richer Recreation Committee - Meeting Minutes

RM Procurement Policy #19-ADMIN

CARRIED

IN CAMERA

LUD-2023-114

Committee Member Lenton

Committee Member Bremaud

BE IT RESOLVED THAT the LUD of Richer Committee move In Camera to discuss Matters in Preliminary Stages under Section 152(3) of *The Municipal Act*.

CARRIED

OUT OF CAMERA

LUD-2023-115

Councillor Stolwyk

Committee Member Ostrowski

BE IT RESOLVED THAT this meeting reconvene into regular session and that all information discussed 'In Camera' be kept in confidence until the matter is discussed at a public meeting of Council or Committee.

CARRIED

ADJOURNMENT

LUD-2023-116

Committee Member Lenton

Councillor Stolwyk


BE IT RESOLVED THAT this regular LUD of Richer Committee meeting be adjourned at 8:46 pm.

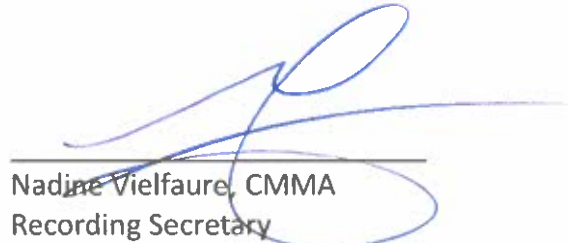
CARRIED

NEXT MEETING(s)

LUD of Richer Committee Meeting

January 16, 2024 @ 7:00 pm


John Lenton
Chair
LUD of Richer Committee


Nadine Vielfaure, CMMA
Recording Secretary
LUD of Richer Committee

WHEREAS Section 114(1) of the *Municipal Act* states that a 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 Richer Young at Heart Club hall located at 22 Dawson Road West;
2. Should in-person meetings be unadvisable or prohibited, such as during a pandemic, then meetings will be held virtually at the same date and time with a Notice posted on the municipal website and social media page(s) indicating how members of the public might be able to view and/or participate in the meeting.
3. 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 the Friday prior to the regular meeting day, at the latest by the recording secretary.
4. The Chair 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 24 hours of the new meeting date, time or place, and place notification of the change on the municipal website and social media page(s);
5. Committee members are to inform the recording secretary of matters that they wish to see added to the agenda by the Wednesday prior to the regular meeting day at the latest;
6. 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 Chair deems reasonable;
 - d. Any motion that is tabled shall be discussed at the next regular meeting of the Committee;
7. Rules respecting public participation and delegations at council meetings are as follows:
 - a. Delegations may contact the LUD recording secretary or the Chair by the Wednesday prior to the regular meeting day at the latest, 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 by resolution 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 15 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;

- e. The Committee has the right to refuse a delegation if the subject matter has already been addressed in a previous delegation, and may instruct the Recording Secretary accordingly.
8. Should the Chair 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;
9. Committee members who declare a conflict of interest will excuse themselves from the room during all discussions and voting regarding that matter and refrain from influencing the matter in accordance with conflict of interest legislation;
10. Special Meetings may be called
 - a. by the Chair at their discretion or
 - b. by the Chair within 24 hours upon receiving written or verbal notice from two committee members; or
 - c. by the Secretary within 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;
11. Notice of the Special Meeting will be given in writing to all committee members at least 24 hours in advance of the meeting;
12. All meetings are to be made accessible to the public, with the exception of any in-camera session;
13. 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;
14. All matters discussed in-camera are to be kept confidential until the committee passes a resolution allowing the matter to be discussed publicly;
15. Committee members may ask to have the votes recorded in the minutes for any resolution passed. The request must be made prior to the vote being passed. The secretary shall record who requested the recorded vote along with how each member voted;
16. A quorum is required for and during each committee meeting, and consists of the majority of the members comprising the committee
17. A committee member has one vote each time a vote is held at a committee meeting at which the member is present.

18. 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;
19. 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 Variance and Conditional Uses; and
 - e. Writing cheques
20. 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. resigns his or her seat on the committee; or
 - d. breaches the requirement of confidentiality under Section 14 of the LUD Procedures Resolution.
21. The order of items on the agenda will generally be as follows, in keeping with Council Meeting Agenda templates:
 1. Call to Order (7 pm)
 2. Attendance
 3. Agenda
 4. Minutes
 5. Finances
 6. Delegations
 7. Unfinished Business
 8. New Business
 9. Planning & Development
 10. Notice of Motion/Petitions
 11. Correspondence
 12. In Camera
 13. Adjournment

