



## Municipality of Pembina

### Meeting Minutes

Regular Council Meeting November 10, 2022 - 07:00 PM

PRESENT: Glenn Shiskoski, Chad Collins, Cindy Hunter, Eric Ching, Don McLean, Devin Boulton, Shawn Williment.

REGRETS:

STAFF: Wes Unrau, Judy Young

**1 Call To Order**

The Meeting was called to order at 7:00 PM

2022-235

**2 Adoption of the Agenda**

Councillor Hunter

Councillor Mclean

**BE IT HEREBY RESOLVED THAT** the agenda of the November 10th, 2022 Regular Meeting of Council for the Municipality of Pembina be approved as presented.

**CARRIED**

2022-236

**3 Adoption of the Minutes**

Councillor Collins

Councillor Williment

**BE IT HEREBY RESOLVED THAT** the minutes of the October 13th, 2022 Regular Meeting of the Council for the Municipality of Pembina be approved as presented.

**CARRIED**

**4 Business Arising From Minutes**

**5 Finance**

2022-237

**5.1 Outstanding Accounts for Payment**

Councillor Hunter

Councillor Ching

**BE IT HEREBY RESOLVED THAT** Council authorize the payment of outstanding municipal accounts from cheque numbered 20221327 to 20221478 in the amount of \$576,019.60.

**CARRIED**

2022-238

**5.2 Financial Statement to October 31st, 2022**

Councillor Hunter  
Councillor Mclean

**BE IT HEREBY RESOLVED THAT** Council approves the October 2022 Financial Statement.

**CARRIED**

**6 By Laws & Policies**

**6.1 Bylaw 10/2022 - Darlingford Procedural Bylaw**

2022-239

**6.1.1 Bylaw 10-2022 - Darlingford Procedural Bylaw (3rd Reading)**

Councillor Mclean  
Councillor Collins

**BE IT HEREBY RESOLVED THAT** Bylaw 10/2022, being a Bylaw to regulate the proceeding and conduct of the elected officials of the LUD of Darlingford, be read a 3rd and final time and be signed and sealed and therefore passed as a bylaw of the Municipality of Pembina.

Name	Yes	No	Abstained	Absent
Devin Boulton	✓			
Eric Ching	✓			
Chad Collins	✓			
Cindy Hunter	✓			
Don Mclean	✓			
Glenn Shiskoski	✓			
Shawn Williment	✓			

**CARRIED**

**6.2 Bylaw 11/2022 - La Riviere Procedures Bylaw**

2022-240

**6.2.1 Bylaw 11/2022 - La Riviere Procedures Bylaw (3rd Reading)**

Councillor Hunter  
Councillor Mclean

**BE IT HEREBY RESOLVED THAT** Bylaw 11/2022, being a Bylaw to regulate the proceeding and conduct of the elected officials of the LUD of La Riviere, be read a 3rd and final time and be signed and sealed and therefore passed as a bylaw of the Municipality of Pembina.

Name	Yes	No	Abstained	Absent
Devin Boulton	✓			
Eric Ching	✓			
Chad Collins	✓			
Cindy Hunter	✓			
Don Mclean	✓			
Glenn Shiskoski	✓			

Shawn Williment ✓

**CARRIED**

**6.3 Bylaw 15/2022 - RM of Pembina Zoning Bylaw Amendment**

2022-241

**6.3.1 Bylaw 15/2022 - RM of Pembina Zoning Bylaw Amendment (2nd Reading)**

Councillor Ching  
Councillor Hunter

**BE IT HEREBY RESOLVED THAT** Bylaw 15/2022, being a Bylaw to amend the "Rural Municipality" of Pembina Zoning Bylaw 3/2004, be read a 2nd time.

**CARRIED**

2022-242

**6.3.2 Bylaw 15/2022 - RM of Pembina Zoning Bylaw Amendment (3rd Reading)**

Councillor Collins  
Councillor Williment

**BE IT HEREBY RESOLVED THAT** Bylaw 15/2022, being a Bylaw to amend the "Rural Municipality" of Pembina Zoning Bylaw 3/2004, be read a 3rd and final time and be signed and sealed and therefore passed as a bylaw of the Municipality of Pembina.

Name	Yes	No	Abstained	Absent
Devin Boulton	✓			
Eric Ching	✓			
Chad Collins	✓			
Cindy Hunter	✓			
Don Mclean	✓			
Glenn Shiskoski	✓			
Shawn Williment	✓			

**CARRIED**

**6.4 Bylaw 17/2022 - Organizational Bylaw**

2022-243

**6.4.1 Bylaw 17/2022 - Organizational Bylaw (1st Reading)**

Councillor Boulton  
Councillor Collins

**BE IT HEREBY RESOLVED THAT** Bylaw 17/2022, being a Bylaw to govern the organizations of the Municipality of Pembina and the committees thereof, be read a 1st time.

**CARRIED**

**6.5 Bylaw 18/2022 - Indemnity Bylaw**

- 2022-244      **6.5.1      Bylaw 18/2022 - Indemnity Bylaw (1st Reading)**  
Councillor Hunter  
Councillor Williment
- BE IT HEREBY RESOLVED THAT** Bylaw 18/2022, being a Bylaw to establish indemnities to be paid to the members of Council, be read a 1st time.
- CARRIED**
- 
- 2022-245      **6.6            Camping Reservation Refund Policy**  
Councillor Mclean  
Councillor Boulton
- BE IT HEREBY RESOLVED THAT** Council adopt Policy REC 1/2022, being a policy to deal with the cancellation of camping sites in the Municipality of Pembina, be signed and sealed and set as a Policy of the Municipality of Pembina.
- CARRIED**
- 
- 2022-246      **6.7            Social Media Policy**  
Councillor Hunter  
Councillor Collins
- BE IT HEREBY RESOLVED THAT** Council adopt Policy PER 2-2022, being a policy that established guidelines for the use of Municipal social media, be signed and sealed and set as a Policy of the Municipality of Pembina.
- CARRIED**
- 
- 2022-247      **6.8            Meal Allowance / Mileage Policy**  
Councillor Boulton  
Councillor Hunter
- BE IT HEREBY RESOLVED THAT** Council adopt Policy PER 3-2022, being a policy to determine the meal allowance and the rate of mileage paid, be signed and sealed and set as a Policy of the Municipality of Pembina.
- CARRIED**
- 
- 2022-248      **6.9            Sewer/Water Line Policy**  
Councillor Mclean  
Councillor Collins
- BE IT HEREBY RESOLVED THAT** Council adopt Policy Infra 1-2022, being a policy to clarify responsibility for sewer/water line installations, repairs or replacement in the Town of Manitou, the LUD of Darlingford and the LUD of La Riviere, be signed and sealed and set as a Policy of the Municipality of Pembina.
- CARRIED**
- 
- 7                Delegations**
- 7.1              Heather Morrow; Crocus Real Estate Ltd**

**8 Correspondence**

**8.1 Water Coop Member**

**9 General or Other Business**

2022-249 **9.1 December Meeting Date Change**

Councillor Hunter  
Councillor Ching

**BE IT HEREBY RESOLVED THAT** Council move the Regular Meeting scheduled on December 8th, 2022 to December 15th, 2022 at 7:00 PM.

**CARRIED**

2022-250 **9.2 Appointment of Auditor**

Councillor Williment  
Councillor Collins

**BE IT HEREBY RESOLVED THAT** Council appoint The Exchange Chartered Accountants LLP as the Auditor for the 2022, 2023, 2024 and 2025 financial years.

**CARRIED**

2022-251 **9.3 Emergency Plan Update**

Councillor Mclean  
Councillor Collins

**BE IT HEREBY RESOLVED THAT** Council accepts the Pembina Emergency Response Plan dated November 2022 with amendments.

**CARRIED**

2022-252 **9.4 Council Committee Appointments**

Councillor Williment  
Councillor Hunter

**BE IT HEREBY RESOLVED THAT** the Council committee appointments for 2023 for the Municipality of Pembina be as follows:

Deputy Reeve: Chad Collins  
Pembina Manitou, Pembina La Riviere and Pembina Darlingford Fire Depts.:  
Don McLean  
L.U.D. of Darlingford : Chad Collins / Devin Boulton  
L.U.D. of La Riviere : Cindy Hunter / Shawn Williment  
Morden Veterinary District : Chad Collins / Cindy Hunter  
Pilot Mound Veterinary District : Cindy Hunter / Shawn Williment  
South Central Veterinary District : Shawn Williment / Chad Collins  
South Central Regional Library : Chad Collins  
Community Futures Heartland : Don McLean  
South Central District Water Co-op Inc.: Don McLean / Devin Boulton

**CARRIED**

- 9.5 **Holiday Mountain**
- 9.6 **School Board Meeting Delegation Request**
- 9.7 **Insurance Presentation Follow up**
- 9.8 **Asset Management Discussion**
- 9.9 **Bylaw Enforcement Questions**
- 10 **Petitions/Notice of Motion**
- 11 **In Camera**

2022-253      **11.1 Enter In Camera**  
Councillor Hunter  
Councillor Mclean

**BE IT HEREBY RESOLVED THAT** Council move in Camera to discuss legal and/or personnel matters.

**AND BE IT FURTHER RESOLVED THAT** any matters discussed while In Camera, be held confidential until such time as discussed in an open meeting of Council.

**CARRIED**

2022-254      **11.2 Exit In Camera**  
Councillor Hunter  
Councillor Boulton

**BE IT HEREBY RESOLVED THAT** Council now move out of Camera and resume the Regular Meeting of Council.

**CARRIED**

2022-255      **12 Adjournment**  
Councillor Mclean  
Councillor Collins

**BE IT HEREBY RESOLVED THAT** Council do now adjourn at 11:21 PM

**CARRIED**

\_\_\_\_\_ Glenn Shiskoski, Reeve

\_\_\_\_\_ Wes Unrau , CAO