

**RIVERDALE MUNICIPALITY  
AGENDA  
MARCH 7TH, 2023 - 6:00PM**

**COUNCIL CHAMBERS, RIVERDALE MUNICIPAL OFFICE**

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes - February 21st, 2023 & March 1st, 2023
4. Delegation/Public Hearings:
  - 4.1 Keystone Planning District - 6:05PM  
- Brad Roth, Development Officer, Ches Bollman & Bob Brown
5. COMMUNICATIONS
  - 5.1 Follow-up - meeting with MTI (Shurva)
6. MONTHLY REPORTS:
  - 6.1 Public Works & Utilities:
    - 6.1.1 Monthly Report - Municipal Operations Manager - C. Madden
  - 6.2 Police (Creighton):
    - 6.2.1 Chief of Police L. Schwartz - Monthly Stats - February
  - 6.3 Fire & Emergency Services:
    - 6.3.1 Fire Chief J. Duthie monthly report
  - 6.4 Finance:
    - 6.4.1 Revenue Generation
    - 6.4.2 Monthly Vendor Listing - January
    - 6.4.3 Collabria Statement - January
    - 6.4.4 2022 Capital Purchase Reserve Transfers
  - 6.5 Personnel Liaison (& Personnel Policy):
    - 6.5.1 In Camera - personnel
  - 6.6 General Land Development:
  - 6.7 Public Health- Landfill & Recycling:
  - 6.8 Rivers Cemetery Committee (Mason):
  - 6.9 Rivers Handi-Van Committee (Committee of the Whole)
    - 6.9.1 2022 Draft Audited Statement
    - 6.9.2 Rivers Handi-Van operations
    - 6.9.3 Reimburse Bus Pass
  - 6.10. Senior Services Committee (Mason):
  - 6.11. Riverdale Recreation Commission (Veitch/Peters):
    - 6.11.1 C. Walker Monthly Report
  - 6.12. Riverdale Community Centre:
    - 6.12.1 C. Walker Monthly Report
  - 6.13. Economic Development:

- 6.13.1 Resource Building and Local Improvements
- 6.13.2 New/Revised Riverdale Strategic Plan

6.14. Prairie Crocus Regional Library (Smith):

6.15. EMO:

6.16. Riverdale Planning District:

- 6.17.1 L. Gill - Monthly Report

6.17. Riverdale CDC (Creighton/Peters):

6.18. Rolling Dale Board (Veitch):

6.19. Midwest Weed District (Pod/Smith):

6.20. Assiniboine West Watershed District (Smith)

- 6.21.1 Oak River / Lower Little Saskatchewan River

6.21. Central Assiniboine Watershed District (Pod)

- 6.22.1 Epinette/Willow Subdistrict

7. UNFINISHED BUSINESS:

- 7.1 ADM\_22-01 Charitable Donation Policy
- 7.2 FA\_01-19 Municipal Tendering & Procurement Policy
- 7.3 HR\_23-02 Abuse & Molestation Policy, amended

8. NEW BUSINESS:

- 8.1 Council Meeting Date Change

9. CONSIDERATION OF BY-LAWS:

- 9.1 By-Law 2023-04 - Reduced Speed within School Zone - 1st reading

10. COUNCILLOR'S REMARKS & SUGGESTIONS:

11. MAYOR'S REMARKS & SUGGESTIONS:

12. CHIEF ADMINISTRATIVE OFFICER'S REPORT:

13. ADJOURNMENT

## RIVERDALE MUNICIPALITY

The minutes of the regular meeting of Council for Riverdale Municipality held in the Council Chambers on the 7<sup>th</sup> day of March 2023.

Mayor Heather Lamb called the meeting to order at 6:00 p.m. with the following members of Council in attendance:

Councillor Everett Smith  
Councillor Shawn Mason  
Councillor Christa Veitch  
Councillor David Creighton  
Councillor Tyler Pod

Regrets Councillor Tyson Peters

Chief Administrative Officer Kat Bridgeman recorded the minutes.

No. 65-23 MASON-VEITCH  
Be It Resolved that the regular meeting agenda dated March 7<sup>th</sup>, 2023 be adopted as presented;

Be It Further Resolved that the agenda form part of the minutes.

CARRIED

No. 66-23 SMITH-POD  
Be It Resolved that the minutes of February 21<sup>st</sup>, 2023 & the special meeting minutes of March 1<sup>st</sup>, 2023 be adopted as circulated.

CARRIED

#### **4. DELEGATION:**

Keystone Planning District – 6:05PM  
Brad Roth Development Officer and RM of Elton, Reeve Ches Bollman made presentation on the Keystone Planning District and the possibility of Riverdale becoming a member

#### **5. COMMUNICATIONS:**

5.1 Follow-up – meeting with MTI in February regarding road standards and maintenance, including funding

#### **6. MONTHLY REPORTS:**

##### **6.1 Public Works & Utilities**

**6.1.1 Municipal Operations Mgr C. Madden Monthly Report – Reviewed & Filed**

##### **6.2 Police**

**6.2.1 Chief L Schwartz – March Monthly Report – Reviewed & Filed**

##### **6.3 Fire & Emergency Services**

**6.3.1 Fire Chief J. Duthie Monthly Report – Reviewed & Filed**

##### **6.4 Finance**

**6.4.1 Revenue Generation**

**6.4.2 Monthly Vendor listing report**

**6.4.3 Collabria Statement – January 2023**

No. 67-23 POD-CREIGHTON  
Be It resolved That Council approve the Collabria Credit Card Statement as presented

CARRIED

#### **6.4.4 2022 Capital Purchase Reserve Transfers**

No. 68-23 CREIGHTON-POD  
Be It Resolved That Council approve the following Reserve Transfers for 2022 Capital purchases/expenditures as per the 2022 Financial Plan:

From Fire Protection to General Operating in the amount of \$7,980.00 for purchase of turnout Gear

From Replacement Reserve to General Operating for Year 3/3 capital Lease Payment for 870 GP Grader for \$81,320.38

From Replacement Reserve to General Operating for Year 3/5 capital lease payment for 524L Wheel Loader for \$48,120.18

From New Deal Gas Tax Reserve to General Operating for 300 ft Sidewalk Main/Columbia for \$36,971.00

CARRIED

Councillor Creighton excused himself for the duration of the meeting

#### **6.5 Personnel Liaison**

##### **6.5.1 In Camera**

No. 69-23 VEITCH-POD  
Be It Resolved That Council recess the regular meeting to sit in camera as a Committee of the Whole to discuss personnel issues.

Be It Further Resolved That all matters discussed are to be kept confidential.

CARRIED

No. 70-23 POD-MASON  
Be It Resolved That Council come out of Committee of the Whole and continue with the regular meeting.

CARRIED

#### **6.6 General Land Development**

#### **6.7 Public Health – Landfill & Recycling**

#### **6.8 Rivers Cemetery Committee**

#### **6.9 Rivers Handi-Van**

##### **6.9.1 2022 Draft Audited Statement**

No. 71-23 MASON-SMITH  
Be It Resolved that Council for Riverdale Municipality approve the draft copy of the 2022 Handi-Van Financial Statements.

Be It Further Resolved That Mayor Lamb and Councillor Veitch sign on behalf of Riverdale Municipality, the approval documents and representation letter and Statement of Responsibility.

CARRIED

##### **6.9.2 Rivers Handi-Van Operations**

No. 72-23 SMITH-MASON  
Whereas the Rivers Handi-Van is not currently in service;  
  
Therefore Be It Resolved That Council suspend the service until further notice.

CARRIED

### **6.9.3 Reimburse Bus Pass**

No. 73-23

POD-VEITCH

Whereas the Rivers Handi-Van Service is not currently in service;

Be It Resolved That the municipality reimburse B. Frazer and G. Spring for 4 pre-paid one way handi-van trips.

CARRIED

### **6.10 Riverdale Senior Services Committee**

### **6.11 Riverdale Recreation Commission**

6.11.1 C. Walker Report reviewed and filed

### **6.12 Riverdale Community Centre**

6.12.1 L. C. Walker Report reviewed and filed

### **6.13 Economic Development**

**6.13.1 Resource Building and Local Improvements**

**6.13.2 New/Revised Riverdale Strategic Plan**

### **6.14 Prairie Crocus Regional Library**

### **6.15 EMO**

### **6.16 Riverdale Planning District**

**6.16.1 L. Gill Monthly Report – Reviewed & Filed**

### **6.17 Riverdale CDC**

### **6.18 Rolling Dale Board**

### **6.19 Midwest Weed District**

### **6.20 Assiniboine West Watershed District**

### **6.21 Central Assiniboine Watershed District**

## **7. UNFINISHED BUSINESS:**

### **7.1 ADM\_22-01 Charitable Donation Policy - TABLED**

### **7.2 FA\_01-19 Municipal Tendering & Procurement Policy**

No. 74-23

MASON-SMITH

Be It Resolved That Council adopt FA\_01-19 Municipal Tendering & Procurement Policy as amended.

CARRIED

### **7.3 HR\_23-02 Abuse & Molestation Policy**

No. 75-23

VEITCH-MASON

Be It Resolved That Council adopt HR\_23-02 Abuse & Molestation Policy as amended.

CARRIED

**8. NEW BUSINESS:**

**8.1 Council Meeting Date Change**

No. 76-23 MASON-VEITCH  
Be It Resolved That the regular meeting of Council set for April 4<sup>th</sup> 2023 be cancelled and combined with the April 18<sup>th</sup> meeting;

Be It Further resolved That the May 2<sup>nd</sup> regular meeting be cancelled and combined with the May 16<sup>th</sup> meeting.

CARRIED

**9. CONSIDERATION OF BY-LAWS:**

**9.1 By-law 2023-04 – reduce Speed Zone within School Zone**

No. 77-23 POD-VEITCH  
Be It Resolved that By-Law No. 2023-04, being a By-Law of Riverdale Municipality to reduce Speed Zone with School Zones be given 1st reading.

CARRIED

**10. COUNCILLOR'S REMARKS & SUGGESTIONS:**

**11. MAYOR'S REMARKS & SUGGESTIONS:**

**12. CHIEF ADMINISTRATIVE OFFICER'S REPORT:**

**13. ADJOURNMENT:**

No. 78-23 SMITH-POD  
Be It Resolved that Council do now adjourn.

TIME: 8:15 p.m.

CARRIED

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Heather Lamb  
Mayor

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Kat Bridgeman  
Chief Administrative Officer