

**RIVERDALE MUNICIPALITY
AGENDA
NOVEMBER 1ST, 2022**

COUNCIL CHAMBERS, RIVERDALE MUNICIPAL OFFICE

1. Call to Order
2. Mayor's Opening Remarks
3. Confirmation of Organizational Meeting Agenda
4. Appoint Members to Board of Revision
5. Board Member - Appointments
 - a) Deputy Mayor
 - b) Police Board
 - c) Rivers Cemetery Board
 - d) Riverdale Senior Services Board
 - e) Riverdale Recreation Advisory Board
 - f) Prairie Crocus Regional Library
 - g) Rivers/Daly CDC Board
 - h) Rolling Dale Enterprise Board
 - i) Midwest Weed District
 - j) Assiniboine West Watershed District
 - k) Central Assiniboine Watershed District
 - l) Chamber of Commerce
6. Signing Authority
7. Adoption of Minutes - October 18th, 2022
8. Delegations
9. COMMUNICATIONS
 - 9.1 Rivers Minor Hockey - re: canteen tender
 - 9.2 Stevenson/White Letter - re: canteen tender
 - 9.3 Rivers Senior Jets - re: canteen tender
 - 9.4 Marvin Letter - re: canteen tender
 - 9.5 Tycoles Letter - re: canteen tender
 - 9.6 Rivers 110th celebrations
 - 9.7 Spurway Letter - re: Rivers Handi-Van
10. REPORTS:
 - 10.1 Public Works & Utilities:
 - 10.1.1 Municipal Operations Manager - C. Madden report
 - 10.2 Police:
 - 10.3 Fire and Emergency
 - 10.3.1 Fire Chief R. Brown - Monthly Report
 - 10.4 Riverdale Community Centre:
 - 10.4.1 RCC & RRC Monthly Report - C. Walker
 - 10.5 Riverdale Planning
 - 10.5.1 Planning report - L. Gill

10.6 Personnel

10.6.1 Office Clerk - hire

11. UNFINISHED BUSINESS:

12. NEW BUSINESS:

- 12.1 Beautification Tender (2023 & 2024)
- 12.2 AMM Convention - registration (Policy attached separately)
- 12.3 AMM Convention - Meeting request
- 12.4 ADM_22-02 - Payment Option Policy
- 12.5 Riverdale - Asset Management Roadmap policy

13. CONSIDERATION OF BY-LAWS:

- 13.1 2021-07 Organizational By-Law - For Review
- 13.2 2021-08 Procedural By-Law - For Review
- 13.3 2015-04 Council Indemnities - For review

14. COUNCILLOR'S REMARKS & SUGGESTIONS:

15. MAYOR'S REMARKS & SUGGESTIONS:

16. CHIEF ADMINISTRATIVE OFFICER'S REPORT:

17. ADJOURNMENT

RIVERDALE MUNICIPALITY

The minutes of the regular meeting of Council for Riverdale Municipality held in the Council Chambers on the 1ST day of November 2022.

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 David Creighton
Councillor Christa Veitch
Councillor Tyler Pod
Councillor Tyson Peters
Councillor Shawn Mason

Chief Administrative Officer Kat Bridgeman recorded the minutes.

1. CALL TO ORDER:

2. MAYOR'S OPENING REMARKS:

Mayor Lamb welcomed the new and returning members of Council. Introductions from each member of council were made.

3. CONFIRMATION OF ORGANIZATIONAL MEETING AGENDA:

No. 232-22 SMITH-CREIGHTON

Be It Resolved that the organizational meeting agenda dated November 1st, 2022 be adopted as presented;

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

CARRIED

4. BOARD OF REVISION:

No. 233-22 CREIGHTON-PETERS

Be It Resolved that in accordance with Section 35(1), 35(2) and 35(4) of the *Municipal Assessment Act*, the Council of Riverdale Municipality be appointed as the Board of Revision, and the Mayor be appointed as Presiding Officer, and the CAO be appointed Secretary of the Board.

CARRIED

5. STANDING COMMITTEES OF COUNCIL - APPOINTMENTS:

No. 234-22 POD-VEITCH

Be It Resolved that the following committee and Board appointments be made for November 1st, 2022 to October 31st, 2023.

1. Deputy Mayor – Councillor Veitch
2. Police Board – Councillor Creighton, At-large Gerry Gourlay, Denis Rondeau, Kat Bridgeman, Provincial appt Kiarra Peters
3. Rivers Cemetery Board – Councillor Mason
4. Riverdale Senior Services Board – Councillor Mason
5. Riverdale Recreation Advisory Board – Councillors Veitch & Peters, At-large: Jamie McFadden, Meg Vandal, Cheryl Champion, Richard Brown & Aaron Tycoles
6. Prairie Crocus Regional Library – Councillor Smith, At-large Terry Nolin, Wayne Wareham, Rhonda Krahn, Sue Childerhose, Dora Irvine & Teri Jenkins
7. Rivers/Daly CDC Board: Councillor Creighton & Peters, At-large Marci Quane, Donna Morken & Aaron Tycoles
8. Rolling Dale Enterprise Board – Councillor Veitch
9. Midwest Weed District – Councillors Smith & Pod
10. Assiniboine West Watershed District – Councillors Smith & Pod
11. Central Assiniboine Watershed District – Councillors Smith & Pod, At-large – Tim Ross (Oak River) & Ed MacKay (Little Saskatchewan)
12. Chamber of Commerce – Councillor Mason

CARRIED

6. SIGNING AUTHORITY

No. 235-22 SMITH-PETERS

1. THAT all cheques of the corporation drawn on its general savings and reserve accounts, be signed on its behalf by Heather Lamb, Mayor or Councillor Christa Veitch, and signed by Kathryn Bridgeman, Chief Administrative Officer or Laura Gill, Assistant Administrative Officer.

2. THAT Kathryn Bridgeman, Chief Administrative Officer or Laura Gill, Assistant Administrative Officer of the corporation be and are hereby authorized for and on behalf of the corporation to negotiate with, deposit with or transfer to the Westoba Credit Union (but for credit to the corporation account only) all or any bills of exchange, Promissory notes, cheques, and orders for payments of money and other negotiable paper, and for the said purpose to endorse the same of any of them on behalf of the said corporation, either in writing or by rubber stamp.

3. THAT Kathryn Bridgeman, Chief Administrative Officer or Laura Gill, Assistant Administrative Officer be and are hereby authorized for and on behalf of the said corporation from time to time to arrange, settle, balance and certify all books and accounts between the said corporation and the Credit Union; and to receive all paid cheques and vouchers unpaid and unaccepted bills of exchange and other negotiable instruments.

4. THAT Kathryn Bridgeman, Chief Administrative Officer or Laura Gill, Assistant Administrative Officer be and are hereby authorized for and on behalf of the said corporation to obtain delivery from the Credit Union all stock, bond and any other securities held by the said Credit Union in safe keeping or otherwise for the account of the corporation and to give valid and binding receipts therefore.

5. THAT this resolution be communicated to the said Credit Union and remain in force until written notice of the contrary shall have been given to the manager for the time being at the branch of the Credit Union at which the accounts of the said corporation is kept and receipts of such notice is duly acknowledged in writing.

CARRIED

7. ADOPTION OF MINUTES:

No. 236-22 CREIGHTON-MASON

Be It Resolved that the minutes of October 18th, 2022 be adopted as circulated.

CARRIED

8. DELEGATIONS:

9. COMMUNICATIONS:

9.1 Rivers Minor Hockey – re: canteen tender

9.2 Stevenson/White letter – re: canteen tender

9.3 Rivers Senior Jets Hockey Club – re: canteen tender

9.4 Marvin Letter – re: canteen tender

9.5 Tycoles Letter – re: canteen tender

9.6 Rivers 110th Celebrations – *celebration ideas for discussion*

9.7 Spurway Letter – re: Rivers Handi-Van – *letter to be sent*

10. COMMITTEE REPORTS:

10.1. Public Works

10.1.1 Municipal Operations Manager Report – reviewed & filed

10.2. Police

10.3. Fire and Emergency

10.3.1 Fire Chief Monthly report – reviewed & filed

10.4. Riverdale Community Centre

10.4.1 RCC & RCC Monthly Report – reviewed & filed

10.5 Riverdale Planning

10.5.1 Planning Report – reviewed & filed

10.6 Personnel

No. 237-22 SMITH-PETERS

Be It Resolved That Jena Ratz be hired as Office Clerk as per the terms outlined in the recommended letter of offer;

Be It Further Resolved That the start date be October 31st, 2022.

CARRIED

11. UNFINISHED BUSINESS:

12. NEW BUSINESS:

12.1 Beautification Tender

No. 238-22 PETERS-VEITCH

Be It Resolved That Council accept the tender for Beautification 2023 & 2024 seasons submitted by Tara Smith for \$2300.00 per year.

CARRIED

12.2 AMM Convention – registration

No. 239-22 MASON-CREIGHTON

Be It Resolved That Council and CAO be registered to attend the 2022 AMM Fall Convention in Winnipeg, November 21-23, 2022;

Be It Further Resolved That they be paid in accordance with Policy HR_08-15, as amended.

CARRIED

12.3 AMM Convention – Meeting request

12.4 ADM_22-02 Payment Option Policy

No. 240-22 VEITCH-MASON

Be It Resolved That Council approve ADM_22-02 Payment Option Policy as presented.

CARRIED

12.5 Riverdale – Asset Management Roadmap

No. 241-22 SMITH-PETERS

Be It Resolved That Council approve the Riverdale Mun Asset Management Roadmap Policy as presented.

CARRIED

13. CONSIDERATION OF BY-LAWS:

13.1 2021-07 Organizational By-Law – For Review

13.2 2021-08 Procedural By-Law – For Review

13.3 2015-04 Council Indemnities – For Review

14. COUNCILLOR’S REMARKS & SUGGESTIONS:

15. MAYOR'S REMARKS & SUGGESTIONS:

16. CHIEF ADMINISTRATIVE OFFICER'S REPORT:

- Advised council on upcoming policies for review

17. ADJOURNMENT:

No. 242-22 CREIGHTON-POD
Be It Resolved that Council do now adjourn.

TIME: 8:15 p.m.

CARRIED

Heather Lamb
Mayor

Kat Bridgeman
Chief Administrative Officer