



The Lac du Bonnet

**COLLABORATIVE
ACTION PLAN**

MOVING FORWARD TOGETHER

Joint Initiatives of the Rural Municipality and Town of Lac du Bonnet
AT MAY 15, 2023

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Overview

In March 2023, the Rural Municipality and Town of Lac du Bonnet came together to discuss how the region should move forward collectively as “one” Lac du Bonnet.

The Lac du Bonnet Collaborative Action Plan is the result of cooperative discussions between Councils, and outlines a long-term strategy for the continued collaboration between both municipalities. This includes the establishment of a framework for current and future joint initiatives, and the creation of a system for ongoing communication and coordination.

Lac du Bonnet Joint Council will promote and foster economic growth across the region by consolidating resources and creating a more comprehensive plan to address the issues facing the Lac du Bonnet area.

“By embracing the opportunity for collaboration and partnership between our municipalities, we can create a more prosperous and sustainable future for everyone in our region.”

Sincerely,

Joint Council and Administration



Guiding Principles

The following values and practices were identified and agreed upon by both the Rural Municipality and Town of Lac du Bonnet, and describe the leadership principles that will guide collective decision making, relationships, and cooperative operations.

Open and Respectful Communications

- We value mutual respect, trust, and understanding between all members of Council and staff.
- We recognize the importance of considering multiple perspectives, listening to diverse voices, and embracing change.
- We will ensure that all members of the joint council will have an equal voice and the opportunity to participate in discussions.
- We commit to open dialogue and communication to foster collaboration and build consensus.
- We will remain flexible, adaptable, and open-minded in our joint efforts.
- We agree to follow the Municipal Code of Conduct at all times.

Collaborative Decision-making

- We will facilitate regular opportunities for meaningful collaboration and joint decision-making.
- We believe that shared responsibility and accountability are key to successful collaboration.
- We will continually work to build trust and respect between joint council members and the collective communities.
- We will approach decisions “through the lens” of a potential future where our municipalities are one (amalgamation).

Excellence in Operations

- The Chief Administrative Officers will jointly set the meeting agendas.
- Mayor and Reeve will alternately chair meetings.
- Consensus will be reached on decisions and resolution wording will be determined at joint meetings.
- Decisions agreed to at joint meetings will go back to each Council to make formal resolutions.

Joint Service Areas

Lac du Bonnet Joint Council will focus their efforts on improving the quality of life for residents in the area. This includes providing essential services, managing public health and safety, addressing economic development opportunities, and protecting the local environment. Additionally, Joint Council will promote civic engagement, encourage meaningful dialogue, and create equitable policies and programs. The following topics, listed in no order of priority, are the areas in which the Joint Council will focus their collaborative efforts at this time:

- Water and Wastewater Infrastructure
- Planning District
- Environment
- Joint Advertising and Public Communications
- Community Economic Development
- Recreation
- Emergency Measures Organization
- Airport
- Common By-laws and Policies
- Public Works
- Fire Department

The Action Charts on the following pages, outline key activities that will be undertaken. For each activity, the Joint Council will determine and record corresponding actions to be taken, decisions agreed to, and timelines assigned. As work progresses, the Action Chart will be a communication tool that is continually updated by Administration, and recirculated to all Council Members.

COLLABORATIVE ACTION PLAN

Key Activities	Actions	Time Frame	Decisions/Resolutions	Progress Report
1. WATER AND WASTEWATER				
1.1 Research existing agreements to better understand and clarify what is possible moving forward.				
1.2 Determine a growth plan for future system expansions.				
1.3 Conduct future water rate study.				
1.4 Continue to prepare for new business - Bombardier Recreational Products.	<ol style="list-style-type: none"> 1. Determine if property will be annexed. 2. Decide about future property tax sharing. 			
1.5 Determine funding and planning practices to be project/shovel ready.				
1.6 Determine system for shared water and lagoon testing reports/certification.	<ol style="list-style-type: none"> 1. Further discuss a shared service agreement for water and lagoon testing reports required by the province. 2. Decide whether to invite the RM of Whitemouth into this agreement as well. 			
2. PLANNING DISTRICT				
2.1 Establish variables for the Town to become an active participant in the Planning District.	<ol style="list-style-type: none"> 1. Determine fair voting process. 2. Strengthen operating practices. 			
2.2 Address staffing needs.				

COLLABORATIVE ACTION PLAN

Key Activities	Actions	Time Frame	Decisions/Resolutions	Progress Report
2.3 Standardize by-laws for re-zoning, land use policy, and development plan.				
3. ENVIRONMENT				
3.1 Relook at recycling methods used in both the RM and the Town and seek improvements and collaborations.				
3.2 Address the impact and limitations of the Lee River moratorium.				
3.3 Conduct an overarching climate assessment.				
3.4 Continually seek and implement various green initiatives.				
4. JOINT ADVERTISING AND PUBLIC COMMUNICATIONS				
4.1 Determine opportunities to ad-share: <ul style="list-style-type: none"> → Both names and logos on shared ads → Joint news and media releases with quotes from both Councils → Welcome messages → Community promotions 				
4.2 Explore where local websites can be consolidated (i.e. joint landing page).				
4.3 Conduct public appearances and local input gathering together where possible.				

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Key Activities	Actions	Time Frame	Decisions/Resolutions	Progress Report
5. COMMUNITY ECONOMIC DEVELOPMENT (CED)				
5.1 Address issues/variables for the Town to rejoin the Community Development Corporation (CDC) as a shareholder.	<ol style="list-style-type: none"> 1. Develop shared funding/ ownership agreement. 2. Review and improve shareholder practices (meetings, decision making, etc.). 			
5.2 Create a service agreement between the RM/Town (shareholders) and CDC (operator) to distinguish roles, responsibilities of both owners and operators and to outline the relationship and coordination between parties.	<ol style="list-style-type: none"> 1. Hold meeting with RM, Town and CDC to clarify responsibilities, roles, services, reporting, conflict of interest, funding, accountability, etc. 			
5.3 Conduct planning with CDC to re-establish collective future community vision/direction, local growth plan, CED priorities and goals, and CDC services with new councils. Invite other partner agencies?	<ol style="list-style-type: none"> 1. Arrange planning session with CFWR. (Sharalyn to provide Draft Agenda) 2. Review current CDC projects and align with municipal projects. 3. Review CDC human resources to ensure they align with the activities. 			
5.4 Expand visibility/awareness of the CDC and its activities/progress in the community.	<ol style="list-style-type: none"> 1. Determine success stories to report on. 			
6. RECREATION				
6.1 Explore restarting the joint recreation structure with shared staff and access to provincial operating funding.	<ol style="list-style-type: none"> 1. Determine whether to include Pinawa and possibly other neighbor communities. 			

COLLABORATIVE ACTION PLAN

Key Activities	Actions	Time Frame	Decisions/Resolutions	Progress Report
<p>6.2 Create a Master Service Agreement with subsections that outline how each joint facility/service is owned, operated, and financed. These facilities and services include but are not limited to:</p> <ul style="list-style-type: none"> → Arena → Library → Youth Centre → Boat launches → Town Dock → Fire Department 	<ol style="list-style-type: none"> 1. Research agreements in other communities (i.e. Beausejour-Brokenhead). 2. Determine standard joint funding model/formula and if it can be applied to all joint funded entities. 			
<p>6.3 Ensure owner/operator agreements are up-to-date with organizations that run municipal-owned facilities or services. Ensure roles, responsibilities and requirements are clearly outlined.</p>	<ol style="list-style-type: none"> 1. Follow layout of CDC agreement once it is completed for consistency. 			
<p>6.4 Determine whether to create a joint funding application and review/approval process for local grants and sponsorship requests.</p>	<ol style="list-style-type: none"> 1. Develop joint application form. 2. Determine review and approval process. 3. Public and organization communication strategy. 			
7. EMERGENCY MEASURES ORGANIZATION (EMO)				
7.1 Keep joint agreement up-to-date.				
7.2 Continue with public safety education and information sharing.				

COLLABORATIVE ACTION PLAN

Key Activities	Actions	Time Frame	Decisions/Resolutions	Progress Report
7.3 Ensure succession plan for EMO Coordinator and committee members is in place.				
7.4 Change reporting to have EMO Coordinator present at joint council meetings.				
8. AIRPORT				
8.1 Water and sewer services				
8.2 Update lease agreements for hangers and land.	<ol style="list-style-type: none"> 1. Conduct rate review. 2. Conduct survey. 3. Address misuse of hangers as storage areas. 			
8.3 Develop an airport growth/expansion plan that aligns with other local opportunities.				
8.4 Update airport by-laws.				
8.5 Review budget and explore new financial model to lessen ratepayer subsidy.				
8.6 Review and update cost-sharing agreement.				
8.7 Restructure Airport Authority as a non-profit instead of Committee of Council.				
8.8 Undertake airport fencing project.				

COLLABORATIVE ACTION PLAN

Key Activities	Actions	Time Frame	Decisions/Resolutions	Progress Report
9. COMMON BY-LAWS AND POLICIES				
9.1 Explore potential for regional enforcement with Alexander.	<ol style="list-style-type: none"> 1. Determine best company to work with. 2. Determine most effective enforcement methods that match local needs. 			
9.2 Create common by-laws for our area.	<ol style="list-style-type: none"> 1. Determine which bylaws can be common. 			
9.3 Explore whether the region requires Community Safety Officer (CSO).	<ol style="list-style-type: none"> 1. Continue to monitor changes to the provincial program that AMM is lobbying for. 2. If need is determined, municipal partnerships can be sought. 			
10. PUBLIC WORKS				
10.1 Coordinate equipment use and shared operators.				
10.2 Coordinate joint maintenance on equipment.				
10.3 Waste management.				
10.4 Explore opportunity for RM to provide snow clearing to Town at night.				
11. FIRE DEPARTMENT				
11.1 Update bylaw and agreement to include new/missing cost shares.	<ol style="list-style-type: none"> 1. 			

COLLABORATIVE ACTION PLAN

Key Activities	Actions	Time Frame	Decisions/Resolutions	Progress Report
11.2 Determine appropriate staffing positions/hours.	1. Ensure succession plan exists for Fire Chief.			
11.3 Clarify reporting requirements (frequency, who reports, etc.) with Chief.				
11.4 Determine how to provide more efficient services to outlying areas.	1. Explore dry hydrants. 2. Explore satellite fire hall.			
11.5 Complete concrete pad project.	1. Hire contractor. 2. Determine specs.			
11.6 Have Fire Chief present budget and reporting updates at joint council meetings.				
11.7 Ensure Fire Dept updates the standard operating guidelines/procedures.	1. Get sample from another community. 2. Review NFPA policies.			
11.8 Ensure that our capital/lifecycle equipment plan aligns with OFC guidelines.	1. Attain equipment guide for requirements from OFC.			