



STE. ANNE MUNICIPALITY

Committee of the Whole Meeting Minutes April 12, 2022 - 09:00 AM

Meeting of the Committee of the Whole of the RM of Ste. Anne held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on April 12, 2022.

Reeve Paul Saindon called the meeting to order at 9:00 am with Councillors Sarah Normandeau, Jake Reimer, Brent Wery (virtually), Brad Ingles, Robert Sarrasin and Randy Eros in attendance. Interim Acting Chief Administrative Officer Valorie Unrau (virtually), Assistant CAO Nadine Vielfaure, Operations Manager Kevin Medeiros, and Development Officer Irina Poplavski were also in attendance.

ADOPTION OF AGENDA

CotW-2022-13

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that the agenda for the April 12, 2022 Committee of the Whole meeting be adopted as circulated.

CARRIED

Municipal Service Standards Review

At 9:00 am, Matt Fisher, Municipal Engineer with JR Cousins Consultants Ltd., joined the meeting in order to review the revised Municipal Service Standards with Council and staff.

The Committee recessed for 7 minutes at 11:00 am. During this time, Councillor Sarah Normandeau, Councillor Brad Ingles and Development Officer Irina Poplavski left the meeting and Executive Assistant Tiana Bohemier joined the meeting.

EXECUTIVE MATTERS

By-law #02-2022 - Use of Municipal Resources during an Election - By-law Options

Administration instructed to proceed with a blended version of By-Law #02-2022, with clarification on the voters list, for consideration during the April 27, 2022 Council meeting.

Councillor Brad Ingles returned at 11:27 am.

By-law #02-2022 - Use of Municipal Resources during an Election - Enforcement Options

Administration instructed to proceed with including enforcement options under the Code of Conduct By-law #13-2020, as well as requirements for public redactions.

Tax Sale Fee Penalties

Administration instructed to include the \$50 administration fee in the municipal fees and charges by-law but not impose an additional penalty on fees and costs.

Elections Officials - Remuneration and Compensation

CotW-2022-14

Councillor Ingles

Councillor Eros

BE IT RESOLVED THAT Council be recommended to authorize the following Rates of remuneration (rates inclusive of mileage) for the 2022 General Election:

- Voting Officials: \$275.00/full day;
- Assistant Voting Officials and Other Workers: \$225.00/full day;
- Training for all Officials and Other Workers: \$75.00/event;

BE IT FURTHER RESOLVED THAT Council be recommended to authorize up to a total of \$1,000.00 for food and beverages to be provided to the above individuals on training and election days.

CARRIED

Election Campaign Finances By-law #03-2018

Administration to investigate and amend to include a minimum 10% increase.

Authorized Attendance - Graduation Ceremonies

Administration to respond.

Professional Services for By-law Drafting

CotW-2022-15

Councillor Sarrasin

Councillor Reimer

WHEREAS some of the RM of Ste. Anne by-laws need to be reviewed and modernized;
AND WHEREAS a Provincial Offences Act By-law is required among others, in order to comply with changes to provincial legislation and facilitate the enforcement of municipal by-laws;
BE IT RESOLVED THAT Council be recommended to authorize the CAO to obtain quotations from legal professional and also to select the appropriate firm to begin this by-law drafting and review process;

BE IT FURTHER RESOLVED THAT a maximum budget of \$10,000 be set for these professional by-law review services.

CARRIED

Longest Day of SMILES Proclamation

Received as information.

April 13th Hearings - Adjourn due to weather

Council recommended to adjourn the April 13, 2022 Public Hearings to April 27, 2022.

Executive Assistant Tiana Bohemier left the meeting. Council recessed from 12:05 pm to 12:54 pm for lunch. Councillors Sarah Normandeau was not in attendance and Councillor Brad Ingles joined the meeting virtually when the meeting resumed at this time.

ENVIRONMENT MATTERS

Clean Farms

Received as information.

CN Vegetation Program Notice

Received as information.

Spring Clean up 2022

Received as information.

MWSB - Wastewater Feasibility Study

CotW-2022-16

Councillor Eros

Councillor Sarrasin

WHEREAS the Council is constantly planning for future development and growth in the RM of Ste. Anne while balancing sustainable and eco-friendly practices to ensure the safety and viability of our communities;

AND WHEREAS planning new wastewater management and treatment options is critical to future development and growth;

THEREFORE BE IT RESOLVED THAT the Council of the RM of Ste. Anne request assistance from the Manitoba Water Services Board to conduct a feasibility study to address wastewater management and treatment options.

CARRIED

TRANSPORTATION MATTERS

TC Energy Crossings

Operations Manager to discuss with TC Energy regarding logistics and timing for this project.

Town of Ste. Anne - No Whistle Zone Request

Acting CAO Valorie Unrau to discuss this matter with the CAO for the Town of Ste. Anne.

CN Crossing @ Road 37N - Request for Signal Lights and Arms

Operations Manager instructed to install appropriate warning sign.

Gravel Tender Bids

CotW-2022-17

Councillor Sarrasin

Councillor Reimer

BE IT RESOLVED THAT Council be recommended to accept the following bids for the 2022 RM of Ste. Anne Gravelling Program, as quoted:

- Barkman Cartage at \$14.60/yd for Zone 1
- Gauthier Soil at \$14.20/yd for Zone 2 and \$14.15 for Zone 3
- Diamond Construction at \$4.15/yd for Zone 4

CARRIED

Excavator Rental - Snow Ditching

CotW-2022-18

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT Council be recommended to approve payment to RVP Ltd. for the additional 69 hours (in the amount of \$3,955.88) and damage repairs (yet to be determined) to their machine used to complete our 2022 Snow Ditching program.

CARRIED

Mid Canada Snow Conference 2022

CotW-2022-19

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED THAT Council be recommended to authorize Operations Manager Kevin Medeiros to obtain an annual membership to the American Public Works Association's Manitoba Chapter; and

BE IT FURTHER RESOLVED THAT Council be recommended to authorize the Operations Manager to attend the 2022 Mid Canada Snow Conference being held on October 27-28, 2022 at the Victoria Inn in Winnipeg MB.

CARRIED

Councillor Brad Ingles joined the meeting physically at 1:25 pm.

2022 Ram 2500

CotW-2022-20

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT Council authorize the purchase of a 2022 Dodge Ram 2500 Tradesman 4x4 Truck, as included in the 2022 preliminary financial plan, for a total cost of \$50,518.72, including taxes, payable to Steinbach Dodge Chrysler Jeep Ram;

BE IT FURTHER RESOLVED THAT Council authorize associated costs for safety and other accessories required to put this vehicle into service, as well as a snow plow attachment provided in the 2022 financial plan.

CARRIED

Asphalt Prices Update

CotW-2022-21

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED THAT Council be recommended to award the contract for the three asphalt projects in the RM of Ste. Anne included in the 2022 Financial Plan, being Lanctot Drive, the #1E Service Road in the LUD of Richer, and Traverse Road, to Maple Leaf Construction for a total cost of \$303,900 in accordance with quotation dated April 8, 2022, pending financial plan approval; and

BE IT FURTHER RESOLVED that Council be recommended to authorize the Operations Manager to make the necessary arrangements for line painting to be completed along with other related work as required, with associated costs to be paid.

CARRIED

Councillor Sarah Normandeau joined the meeting at 1:50 pm.

Owens Rd and Barnaby Line

Operations Manager to discuss with Seine Rat Roseau Watershed District.

Snow Ditching - Update

Received as information.

Langevin Road

Operations Manager instructed to replace culvert at this location.

National Public Works Week Proclamation

Received as information.

Development Officer Irina Poplavski joined the meeting.

LAND USE PLANNING AND DEVELOPMENT MATTERS

Parkland Drive - Basement Developments

Administration to correspond with applicants.

Proposed Re-designation - 22-8-7E

Administration to respond.

Operations Manager Kevin Medeiros left the meeting at 2:25 pm and Planning Assistant Colette Nault-Martens joined the meeting.

Zoning By-law Review Steering Committee – Update from WSP

At 2:30 pm Kari Schulz, Senior Planner with WSP Canada Inc., joined the meeting virtually in order to discuss the Zoning By-law Review with Council as the Steering Committee embarks on this process.

Planning Queue

Received as information.

Planning Assistant Colette Nault-Martens and Development Officer Irina Poplavski left the meeting at 3:00 pm.

ECONOMIC DEVELOPMENT MATTERS - None.

RECREATION MATTERS

Mower update

Received as information.

Promotional Videos

CotW-2022-22

Councillor Normandeau

Councillor Eros

BE IT RESOLVED THAT Council be recommended to authorize any Council and staff member willing to work with Jeremy Wiens on promoting our municipality through a series of promotional videos, with no compensation for elected officials' participation.

CARRIED

Giroux Community Park - Renaming and Grand Opening – Update

Tabled.

PROTECTION MATTERS

Napier Emergency Consulting - Agreement Renewal

CotW-2022-22

Councillor Sarrasin

Councillor Wery

WHEREAS Resolution #2021-083 renewed the previous Agreement with Napier Emergency Consulting from April 1, 2021 to March 31, 2022;

BE IT RESOLVED THAT Council be recommended to authorize a further extension of the Agreement with Napier Emergency Consulting from April 1, 2022 to March 31, 2023 for a total of \$4,000 plus GST.

CARRIED

Giroux Fire Hall Light

Received as information.

PERSONNEL MATTERS

AllNet Staff Training Day

CotW-2022-24

Councillor Sarrasin

Councillor Reimer

BE IT RESOLVED That Council be recommended to authorize a full day's training session with AllNet Meetings and AllNet Connect for applicable staff members and MEC for an estimated cost of \$562.50, with association training day costs to be paid;

BE IT FURTHER RESOLVED THAT Council be recommended to authorize the CAO to close the office to the public during this training event as required.

CARRIED

IN CAMERA

CotW-2022-25

Councillor Eros

Councillor Wery

BE IT RESOLVED that Council move In Camera to discuss personnel matters under Section 152(3) of *The Municipal Act*.

CARRIED

OUT OF CAMERA

CotW-2022-26

Councillor Reimer

Councillor Eros

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

New and Other Business – None.

ADJOURNMENT

CotW-2022-27

Councillor Reimer

Councillor Ingles

BE IT RESOLVED THAT this Committee of the Whole meeting be adjourned at 3:40 pm.

CARRIED



Paul Saindon
Reeve



Valorie Unrau, CMMA
Acting Chief Administrative Officer