

**AGENDA**

**1. CALL TO ORDER**

**2. AGENDA**

**3. MINUTES**

3.1 January 8, 2014 Minutes

**4. FINANCES**

\*\*\* 4.1. Cheque Listing

**5. HEARING(s)**

7:30pm Marcel Benjamin & Wendy Schmidt-Benjamin RE: Variation Order #16-13

**6. DELEGATION**

8:00 pm Daniel Erfle RE: Garage to be Used as a Residence

**7. CONSENT AGENDA**

- 7.1 AMM RE: Member Advisory & News Bulletin
- 7.2 Riverdale Supply RE: Wastewater Solutions
- 7.3 Community Futures Triple R Corp. RE: Training Session
- 7.4 RBC Royal Bank RE: New Commercial Account Manager
- 7.5 Scotts Canada Limited RE: Gardens & Green Spaces Programs
- 7.6 Friesen Hauling & Excavating RE: 2014 Road Construction Opportunity
- 7.7 City of Steinbach Building Inspector RE: New Building Inspector
- 7.8 MEMO Disaster Financial Assistance RE: 2012 Wildfire DFA Claim
- 7.9 Peloquin & Sarkonak Families RE: TSA Splash Pad Proposition
- 7.10 Caisse Financial Group RE: Annual General Meeting Invitation
- 7.11 CCCD RE: Re-Organizational Meeting
- \*\*\* 7.12 Eastman Mutual Aid Fire District RE: December 11, 2013 Minutes
- \*\*\* 7.13 Manitoba Ombudsman RE: Privacy-Themed 2014 Calendar
- \*\*\* 7.14 FCM RE: Dangerous Goods Transport
- \*\*\* 7.15 Southern Health RE: Walmart/Evergreen Green Grants Program
- \*\*\* 7.16 WSP RE: Change of Name and Address
- \*\*\* 7.17 RM of Ste. Anne RE: Cost of TSA Fire Agreement
- \*\*\* 7.18 MEMO RE: 2012 DFA Wildfire Claim

**8. UNFINISHED BUSINESS**

- 8.1. MIT Highway Traffic Board RE: Highway Traffic Board Application
- 8.2. Manitoba Planning Conference RE: 2014 Manitoba Planning Conference
- 8.3. MIT RE: Grant-in-Aid Funding 2013/2014
- 8.4. TSA / RM of Ste. Anne RE: Fire Agreement Renewal
- 8.5. RM of Ste. Anne RE: Subdivision Policy

**9. NEW BUSINESS**

- 9.1. Permits RE: Permit #'s 02 to 06-14
- 9.2. RM of La Broquerie RE: Notice of Public Hearing
- 9.3. Manitoba Association of Fire Chiefs RE: 2014 MAFC Membership
- 9.4. RM of Ste. Anne RE: RFD/GFD Agreement Renewal
- 9.5. MIT RE: UHF & CIF Funding Programs
- 9.6. Steinbach Planning Branch RE: S/D File #4175-13-7286 – Decision
- 9.7. Website Designers RE: New Municipal Website Quotes
- \*\*\* 9.8. Town of Ste. Anne RE: RM/Town Emergency Services Contract
- \*\*\* 9.9. Community Employment & Resource Centre RE: Enabling Accessibility Grant
- \*\*\* 9.10. City of Steinbach RE: Jack Kehler Retirement 'Come & Go'
- \*\*\* 9.11. RM of Hanover RE: SE MB Regional Wastewater Meeting
- \*\*\* 9.12. Town of Ste. Anne RE: Recreation Study Meeting
- \*\*\* 9.13. RM of Ste. Anne RE: Elections Officers Remuneration
- \*\*\* 9.14. Tina Froese RE: Cleaning Service Agreement Renewal
- \*\*\* 9.15. RM of Ste. Anne RE: GFD Mutual Aid Calls
- \*\*\* 9.16. MEMO RE: Basic EMO Course
- \*\*\* 9.17. AMM RE: 2014 Election Official Seminar
- \*\*\* 9.18. RM of Hanover RE: Notice of Public Hearing
- \*\*\* 9.19. Laverne Pappel RE: ManuLife Financial Health Care Proposal
- \*\*\* 9.20. SouthEast Digital RE: Firewall

**10. BY-LAWS**

- 10.1 Council Indemnity By-Law RE: Review and Discussion
- 10.2 Election Campaign Expense By-Law #1-2014 RE: 2<sup>nd</sup> & 3<sup>rd</sup> Reading
- 10.3 Election Appointment By-Law RE: Review and Discussion

**11. PUBLIC WORKS – CHAIR REPORT**

**11. COMMITTEE REPORTS**

**13. NOTICE OF MOTION / PETITION**

**14. IN CAMERA**

14.1 \*\*\*\*

14.2 \*\*\*\*

14.3 \*\*\*\*

14.4 \*\*\*\*

14.5 \*\*\*\*

\*\*\* 14.6 \*\*\*\*

\*\*\* 14.7 \*\*\*\*

**15. ADJOURNMENT**

THE RURAL MUNICIPALITY OF STE. ANNE

January 22, 2014

Minutes of the regular meeting of the Rural Municipality of Ste. Anne held at the Municipal Office in the RM of Ste. Anne on January 22, 2014.

Reeve Art Bergmann called the meeting to order at 6:30 pm with the following members of Council present: Councillors Renald Courcelles, Jake Reimer, Paul Saindon, Daniel Brunel, Roger Massicotte and Laurie Evans. Also present was the CAO Jennifer Blatz and the Assistant CAO Nadine Vielfaure.

ADOPTION OF AGENDA

30-14 Courcelles - Reimer

BE IT RESOLVED that the agenda for the regular meeting of January 22, 2014 be accepted as circulated and amended.

Carried.

MINUTES

31-14 Courcelles - Saindon

BE IT RESOLVED that the minutes of the regular meeting, held on January 8, 2014, be adopted as circulated.

Carried.

FINANCE

Cheque Listing

32-14 Evans - Reimer

BE IT RESOLVED that the following cheques, in the amount of \$443,432.15, be approved for payment:

- a) 2013 – 20140064-0079, 10140082-0102 and 20140111-0122 (inclusive); and
- b) 2014 – 20140042-0063, 20140080-0081, 20140106-0108 & 20140123-132 (inclusive).

Carried.

RM Staff Vac.

33-14 Evans – Brunel

WHEREAS CAO Jennifer Blatz and ACAO Nadine Vielfaure have accumulated a large number of vacation days in 2013 and prior;

BE IT RESOLVED that Council authorizes all vacation days, for the CAO and ACAO from 2013 and prior, to be paid out using the 2013 respective salaries to calculate the amounts, as per Agreements, and that cheques 20140109 and 20140110 are hereby authorized to be paid.

Carried.

Councillor Daniel Brunel left the Council Chambers at 6:40 pm and returned at 6:42 pm.

CONSENT AGENDA

34-14 Saindon - Massicotte

BE IT RESOLVED that the consent agenda consisting of 18 items be adopted as circulated.

Carried.

**Town of Ste. Anne Splash Park Letters from Ratepayers – CAO to respond.**

UNFINISHED BUSINESS

**MIT Highway Traffic Board Application Approval – Received as information.**

Auth. Attend.

35-14 Saindon - Massicotte

WHEREAS the Manitoba 2014 Planning Conference is being held from February 26<sup>th</sup> to 28<sup>th</sup>, 2014 in Brandon;

BE IT RESOLVED that Reeve Art Bergmann and CAO Jennifer Blatz are hereby authorized to attend and that all out-of-pocket expenses to be reimbursed as per Council Indemnity By-Law and Agreement.

Carried.

**Council Mtg Date Change****36-14 Courcelles – Brunel**

BE IT RESOLVED that the February evening Council meeting be re-scheduled to from Wednesday February 26, 2014 to Tuesday, February 25, 2014 at 6:30 pm;

BE IT FURTHER RESOLVED that the change in Council meeting dates be posted in the Municipal Office as per Procedures By-Law #2-2011.

**Carried.**

**MIT Grant-in-Aid Funding Opportunity** – Received as information.

**RM/Town of Ste. Anne Fire Agreement Renewal** – Tabled until the next meeting.

**S/D Policy****37-14 Brunel - Evans**

WHEREAS the Municipality frequently receives requests for approval, by resolution of Council, on subdivision proposals without a formal application from Manitoba Community and Regional Planning having been made;

BE IT RESOLVED that Council will not make decisions, or give indication of probable decisions, on subdivision proposals not submitted to Council in the form of a formal application from Manitoba Community and Regional Planning.

**Carried.**

**NEW BUSINESS****Permit #'s 02 and 04-14****38-14 Brunel - Saindon**

BE IT RESOLVED that Permit #'s 02 and 04-14 be hereby approved as presented to Council, as per amended Zoning By-Law No. 10-2010, subject to all municipal and provincial regulations, including the requirements of the Plan Review, where applicable.

**Carried.**

**Permit #03-14** – Tabled until a Development Agreement between the RM of Ste. Anne and the applicant is entered into regarding upgrading the access road to Municipal specifications.

**Cancel Permit #51-12****39-14 Evans - Saindon**

WHEREAS the applicant of Permit #51-12 has indicated that he has transferred his home business to another property owner in the Municipality, as per Permit #04-14, approved by Resolution #38-14, and will no longer be operating;

BE IT RESOLVED that Permit #51-12 be hereby cancelled.

**Carried.**

**HEARING**

Due to an administrative error on the agenda regarding the scheduled hearing, it was postponed to 7:30 pm in order to ensure that no representations would be missed.

Reeve Art Bergmann declared that the meeting recess to go into Hearings at 7:30 pm.

**VO #16-13 (Benjamin)**

A Public Hearing was held for Variation Order (VO) #16-13 to vary the minimum west side yard setback requirement from 25 feet to approx. 15 feet, on property identified as Roll #87220.000, Pt. SE ¼ 16-8-7E, in an area zoned "RR" Rural Residential.

Marcel Benjamin and Wendy Benjamin-Schmidt made a presentation in support of their application.

Alison Ward made a presentation in favour of the proposed variation.

No other written or verbal representations were made for or against this proposal. Reeve Art Bergmann asked if there were any questions. As there were none, Reeve Bergmann declared the hearing for VO #16-13 closed.

## NEW BUSINESS

Permit #'s 05 and 06-14 – Received as information.

**RM of La Broquerie Zoning B/L****40-14 Courcelles - Brunel**

BE IT RESOLVED that the RM of Ste. Anne Council has no objections to proposed alterations to the RM of La Broquerie Zoning By-Law 10-2013, which has only received first reading as of this date, January 22, 2014.

Carried.

**RFD MAFC Membership****41-14 Brunel - Reimer**

BE IT RESOLVED that the membership for Richer Fire Department Fire Chief Paul Saindon for the Manitoba Association of Fire Chiefs be renewed at a cost of \$125.00.

Carried.

RFD/GFD Agreement Renewal – CAO to draft by-law and present it at the next meeting.

MIT UHF and CIF Funding Programs – Received as information.

**S/D F# 4175-13-7286 (4907125 MB Ltd.)****42-14 Brunel - Massicotte**

WHEREAS the Municipality has received a request to subdivide, as identified by File #4175-13-7286, in Pt. SE ¼ 13-8-7E, to subdivide the portion of Lot 4 Plan 52919, Certificate of Title (CT) #2663199, on which the house from Lot 5 Plan 52919, CT #2659378, is encroaching and consolidate it with CT #2659378, creating no additional lots, in an area zoned "RR" Rural Residential;

BE IT RESOLVED that the application for approval to subdivide, identified by File #4175-13-7286, is hereby approved on the following conditions:

- a) That the applicant obtain a Legal Plan of Subdivision and/or a Building Location Certificate, prepared by a Manitoba Land Surveyor, to determine the location of all buildings and/or structures including on-site wastewater management system(s) on the affected land in relation to the proposed property lines;
- b) That the applicant obtains any necessary variations as a result of the Plan of Subdivision and/or a Building Location Certificate;
- c) That a contribution of \$750.00 per parcel created be paid to the Municipality for municipal purposes.

Carried.

**RM Website****43-14 Courcelles – Evans**

WHEREAS the Municipality has received 3 quotations from website design companies pertaining to the design, content transfer and management system, domain registration and website hosting of a new Municipal website, including training and support;

BE IT RESOLVED that Council accepts the quotation, as presented by Elite Designs Internet Solution, in the amount of \$4,000.00, not including applicable taxes, and hereby authorizes the payment of the said amount upon satisfactory completion of the abovementioned services.

Carried.

## HEARING DECISION

**VO #16-13 (Benjamin)****44-14 Saindon - Evans**

WHEREAS a Public Hearing was held for Variation Order (VO) #16-13 to vary the minimum west side yard setback requirement from 25 feet to approx. 15 feet, on property identified as Roll #87220.000, Pt. SE ¼ 16-8-7E, in an area zoned "RR" Rural Residential;

BE IT RESOLVED that VO #16-13 be hereby denied.

Carried.

## DELEGATION

8:00 pm Daniel Erfle made a presentation to Council regarding a proposal to construct a detached accessory building to be used as a residence until a larger residence is constructed.

Daniel Erfle Building Permit Request Delegation – CAO to respond.

Council recessed for 3 minutes at 8:09 pm.

**NEW BUSINESS (cont'd)**

**Emergency Services Contract Renewal**

**45-14 Brunel - Massicotte**

WHEREAS the Rural Municipality, the Town of Ste. Anne and EMO Coordinator Richard Maynard have an agreement regarding the shared services of the Emergency Coordinator;

BE IT RESOLVED that the Reeve and CAO be authorized to sign the agreement renewal with the Town of Ste. Anne and the EMO Coordinator for a period of 2 years.

**Carried.**

**Enabling Accessibility Funding**

**46-14 Brunel - Evans**

WHEREAS Employment and Social Development Canada is accepting applications from municipalities for a funding opportunity to provide financial assistance of up to \$50,000.00 for projects where a construction or renovation will improve accessibility for people with disabilities in work or public places;

BE IT RESOLVED that the CAO is hereby authorized to apply for this funding for the construction of walkways and wheelchair ramps leading up to, and around, the Municipal Office building.

**Carried.**

**Auth. Attend.**

**47-14 Brunel - Saindon**

BE IT RESOLVED that all Council members be hereby authorized to attend a retirement celebration for City of Steinbach Manager Jack Kehler on January 23, 2014 in Steinbach and that all out-of-pocket expenses to be reimbursed as per Council Indemnity By-Law.

**Carried.**

**Auth. Attend.**

**48-14 Brunel - Evans**

WHEREAS the Municipality has received an invitation from the Southeast Manitoba Regional Wastewater Utility Committee to attend an update meeting on March 6, 2014 at the RM of Hanover municipal office;

BE IT RESOLVED that Reeve Art Bergmann and CAO Jennifer Blatz are hereby authorized to attend and that all out-of-pocket expenses to be reimbursed as per Council Indemnity By-Law and Agreement.

**Carried.**

**TSA Recreation Feasibility Study Meeting Invitation – CAO to respond.**

**Election Officers**

**49-14 Brunel - Massicotte**

BE IT RESOLVED that the rates for the election officers for the next regular election be set as follows:

- a) Deputy Returning Officers \$225.00;
- b) Poll Clerks \$175.00; and
- c) Assistant Enumerators \$0.75 per eligible name on the electors list;

BE IT FURTHER RESOLVED that all election officers get compensated a fee in lieu of mileage, per election, as follows:

- a) Ward 1 \$372.00;
- b) Wards 2 and 4 \$258.00;
- c) Wards 3 and 6 \$216.00; and
- d) Ward 5 \$294.00.

**Carried.**

**Janitorial Contract**

**50-14 Brunel - Reimer**

WHEREAS the RM of Ste. Anne and Tina Froese have an agreement regarding the janitorial services and duties at the Municipal Office building;

BE IT RESOLVED that the Reeve and CAO be authorized to sign the agreement renewal with Tina Froese for a period of 1 year.

**Carried.**

**Giroux Fire Department 2013 Fire Calls Attended – Received as information.**

**Auth. Attend.****51-14 Courcelles - Reimer**

WHEREAS the Manitoba Emergency Measures Organization (MEMO) will be hosting a Basic MEMO Course, to be held on February 5<sup>th</sup> and 6<sup>th</sup>, 2014 at the Richer Fire Hall in Richer;

BE IT RESOLVED that Administrative Assistant and Alternate ESS Coordinator Tiana Bohemier is hereby authorized to attend and that all out-of-pocket expenses to be reimbursed as per Agreement.

**Carried.**

**Auth. Attend.****52-14 Courcelles - Brunel**

WHEREAS the Association of Manitoba Municipalities will be hosting a 2014 Election Official Seminar, to be held on March 20, 2014 in St-Pierre-Jolys;

BE IT RESOLVED that CAO Jennifer Blatz and SEO Elizabeth Coates are hereby authorized to attend and that all out-of-pocket expenses to be reimbursed as per Agreement and By-Law #02-2014.

**Carried.**

**RM of Hanover Zoning B/L****53-14 Saindon - Massicotte**

BE IT RESOLVED that the RM of Ste. Anne Council has no objections to the RM of Hanover By-Law No. 2338-14, being an amendment to the Hanover Zoning By-Law No. 2171, as amended.

**Carried.**

**ManuLife Financial HealthCare Plan** – Tabled until the next meeting.

**RM Firewall****54-14 Brunel - Reimer**

WHEREAS the current Municipal firewall protection for computer hardware and software expires on February 28, 2014;

AND WHEREAS the Municipality has received a quotation from Southeast Digital for a 3-year subscription for a new firewall protection system in the amount of \$1,707.00, plus applicable taxes;

BE IT RESOLVED that Council accepts the quotation, as presented by Southeast Digital, and the associated fees, including configuration and installation, are hereby authorized to be paid.

**Carried.**

**BY-LAWS****Council Indemnity By-Law****55-14 Courcelles - Evans**

BE IT RESOLVED that no changes be made to the Council Indemnity By-Law.

**Carried.**

**B/L 1-2014 – Campaign Expenses****2<sup>nd</sup> Reading****56-14 Courcelles - Reimer**

BE IT RESOLVED that By-Law #1-2014, pertaining to campaign expenses and contributions in connections with municipal elections, be given second reading.

**Carried.**

**B/L 1-2014 – Campaign Expenses****3<sup>rd</sup> Reading****57-14 Courcelles - Reimer**

BE IT RESOLVED that By-Law #1-2014, pertaining to campaign expenses and contributions in connections with municipal elections, be given third and final reading.

FOR: Councillors Renald Courcelles, Jake Reimer, Paul Saindon, Daniel Brunel, Roger Massicotte, Laurie Evans and Reeve Art Bergmann.

Against: None

Abstain: None

**Carried.**

**B/L #2-2014****1<sup>st</sup> Reading****58-14 Courcelles - Evans**

BE IT RESOLVED that By-Law #2-2014, pertaining to appointing a Senior Election Officer, a Revising Officer and an Enumerator, be given first reading.

**Carried.**

IN CAMERA

**59-14 Reimer - Massicotte**

BE IT RESOLVED that this meeting recess to go in camera to further discuss matters in the preliminary stages of discussion, By-Law Enforcement, legal and/or personnel issues, and that all matters shall remain confidential until a report is made public.

Carried.

OUT OF CAMERA

**60-14 Evans - Saindon**

BE IT RESOLVED that this meeting reconvene into regular session.

Carried.

COMMITTEE REPORTS

Chairman of the Transportation Committee gave Council an update on the following:

- A large amount of snow has been cleared this winter
- There is a large amount of snow in ditches which might cause problems during the spring melt
- Ward 2 Councillor can be contacted in regards to obtaining firewood which was cleared from roadsides

Chairman of the Protective Services Committee had nothing to report.

Chairman of the Personnel and Policy Committee had nothing to report.

ADJOURNMENT


**61-14 Courcelles - Saindon**


BE IT RESOLVED that the regular meeting be adjourned at 10:03 pm.

Carried.

NEXT MEETING(s)

Budget Committee Meeting	February 6, 2014 @ 5:00 pm
Day Council Meeting:	February 12, 2014 @ 9:00 am
Evening Council Meeting	February 25, 2014 @ 6:30 pm

  
 Reeve Art Bergmann  
 Reeve  
 RM of Ste. Anne

  
 Jennifer Blatz / CMMA  
 Chief Administrative Officer  
 RM of Ste. Anne