



# STE. ANNE MUNICIPALITY

## Rural Municipality of Ste. Anne

Meeting Agenda

February 24, 2021 - Regular Meeting of Council - 06:00 PM

1. CALL TO ORDER 9:00 AM OR 6:00 PM
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
4. FINANCE
  - 4.1 Cheque Listing
  - 4.2 Financial Statements
5. HEARINGS - 6:30 PM
  - 5.1 Conditional Use #01-21 - Garden Suite
6. DELEGATION(S)
7. MUNICIPAL DELEGATE REPORTS
8. UNFINISHED BUSINESS
  - 8.1 Office Administration Support Proposals
  - 8.2 Way To Go Consulting - Organizational Review Proposal
  - 8.3 Two Mile Road Tree Removal - Emails
  - 8.4 Western Financial Blue Cross - Additional Programs
  - 8.5 Council and Committee Meeting Dates and Appointments
  - 8.6 LUD of Richer - MB Trail Grant Application Confirmation
  - 8.7 Hazard Risk Vulnerability Assessments - Emergency Planning
  - 8.8 \*\*\*Building Sustainable Communities Program Intake
  - 8.9 \*\*\*RM EOC Center - Purchase of Tables & Chairs
9. NEW BUSINESS
  - 9.1 Authorized Attendances
    - 9.1.1 21-04-13 - AMM Mayors Reeves and CAOs Meeting
    - 9.1.2 \*\*\*Southeastern Head of Council Coffee Meeting
  - 9.2 Napier Emergency Consulting - Contract Renewal
  - 9.3 La Coulee Creek
  - 9.4 CN - Request for Contact Information
  - 9.5 Scotts with Communities in Bloom - Gro for Good Grant Initiative
  - 9.6 Culvert request - 41E

- 9.7 CanWhite Sands - Request for In-Camera Delegation
- 9.8 \*\*\*Memorandum of Understanding with La Broquerie - Emergency Services Mutual Aid

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- 10. **PLANNING & DEVELOPMENT**
- 10.1 2020 Permit Statistics and Analysis
- 10.2 Public Notice of RM of Tache Zoning By-Law Amendment - By-law 01-2021
- 10.3 Letters of Credit for Developments
- 10.4 21-02-10 - VO#18-20 + CU#10-20 - Feedback Email from Resident
- 10.5 \*\*\*Zoning By-Law Review

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- 11. **BY-LAWS**

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- 12. **DEPARTMENT MANAGER REPORTS**

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- 13. **COMMITTEE REPORTS & MINUTES**
- 13.1 21-02-03 - Committee of the Whole Meeting

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- 14. **NOTICE OF MOTION / PETITIONS**
- 14.1 CU#09-20 & VO#15-20; Res#2020-537

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- 15. **CONSENT AGENDA**
- 15.1 AMM Various Matters
- 15.2 Manitoba Good Roads Association - January 2021 Newsletter
- 15.3 McDougal Auctioneers Ltd.
- 15.4 Steinbachonline - St. Pierre Mayor Reacts to MASC Office Closure
- 15.5 Southeast Commerce Group
- 15.6 STARS - Donation Solicitation
- 15.7 SecurTeck Monitoring Solutions Inc - Letter of Introduction
- 15.8 Ronald McDonald House Charities Manitoba - Donation Solicitation
- 15.9 MB Municipal Relations - Bulletin #2021-07 - 2020 Asset Management Report
- 15.10 Brandon Sun - Officials react to proposed Gun Bill
- 15.11 \*\*\*21-02-11 - Steinbach Chamber of Commerce - The Bottom Line

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- 16. **IN CAMERA**

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- 17. **ADJOURNMENT**

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# STE. ANNE MUNICIPALITY

## Rural Municipality of Ste. Anne Regular Meeting of Council February 24, 2021 - 06:00 PM

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on February 24, 2021.

Deputy Reeve Randy Eros called the meeting to order at 6:04 pm with the following members of Council physically present: Councillors Sarah Normandeau, Jake Reimer, Brent Wery, Brad Ingles, and Robert Sarrasin. Also present was Interim Acting CAO Nadine Vielfaure.

Reeve Paul Saindon was in attendance virtually by phone.

The meeting was physically closed to the general public but was otherwise conducted via live-streaming due to the Coronavirus (COVID-19) pandemic.

### ADOPTION OF AGENDA

2021-074

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that the agenda for the regular meeting of February 24, 2021 be adopted as circulated and amended.

**CARRIED**

### ADOPTION OF MINUTES

2021-075

Councillor Normandeau

Councillor Wery

BE IT RESOLVED that the minutes of the regular and special meetings held on February 10 and 12, 2021 respectively be adopted as presented.

**CARRIED**

### FINANCE

#### Cheque Listing

2021-076

Councillor Ingles

Councillor Reimer

BE IT RESOLVED that the following cheques numbered #20210208 – #20210255 (inclusive) in the amount of \$833,852.56 (EFT entries inclusive) be approved for payment.

**CARRIED**

#### Financial Statements

Received as information.

**DELEGATION(S) – None**

**MUNICIPAL DELEGATE REPORTS – None**

**UNFINISHED BUSINESS**

**Office Administration Support Proposals**

2021-077

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED that, further to Resolution #2021-054, the consulting services of Way To Go Consulting Inc. be engaged for additional administrative support as required at the rates outlined in their proposal dated February 15, 2021, to a maximum of \$10,000.

**CARRIED**

**Way To Go Consulting - Organizational Review Proposal**

2021-078

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that, further to Resolution #2021-054, Way To Go Consulting Inc. be retained to perform an Organizational Review of the Municipal Administration Department as outlined in their proposal dated February 15, 2021, for a fixed fee of \$11,890.00.

**CARRIED**

**Two Mile Road Tree Removal - Emails**

Received as information.

**Western Financial Blue Cross - Additional Programs**

Received as information.

**HEARINGS**

2021-079

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that Council recess this regular meeting and go into public hearings at 6:30 pm.

**CARRIED**

**Conditional Use #01-21 - Garden Suite**

At 6:30 pm the Deputy Reeve called to order the Public Hearing for Conditional Use Order #01-21 to allow for the existing loft of the Garage-Residence constructed under Permit #86-15 to be used as a Garden Suite on 11.06 acre property addressed 46096 Road 39E at NE 28-8-7E, zoned Rural Residential.

The Interim Acting CAO read the notice.

The applicant made a presentation in favour of the proposal.

No members of the public made presentations in objection to the proposal.

One member of the public submitted written representation in favour of the proposal.

**Out of Hearing**

2021-080

Councillor Ingles

Councillor Reimer

BE IT RESOLVED that this meeting reconvene into regular session at 6:33 pm.

**CARRIED**

**Conditional Use #01-21 - Garden Suite**

2021-081

Councillor Ingles

Councillor Normandeau

WHEREAS a Public Hearing was held for Conditional Use Order #01-21 to allow for the existing loft of the Garage-Residence constructed under Permit #86-15 to be used as a Garden Suite on 11.06 acre property addressed 46096 Road 39E at NE 28-8-7E, zoned Rural Residential;

BE IT RESOLVED that Conditional Use Order #01-21 be approved on the following conditions:

1. That a Building Permit be obtained to re-establish the dwelling unit for the garden suite;
2. That Permit#38-B-19 be cancelled upon the approval of the Building Permit referred to in item 1 above;
3. That the property owner enter into a Development Agreement regarding the garden suite;
4. That the Development Agreement be registered on Title by a Municipal Agent; and
5. That the property owner be responsible for the registration cost.

**CARRIED**

**UNFINISHED BUSINESS** *(Continued)*

**Council and Committee Meeting Dates and Appointments**

Received as information.

**LUD of Richer - MB Trail Grant Application Confirmation**

Received as information.

**Hazard Risk Vulnerability Assessments - Emergency Planning**

Administration to respond.

**Building Sustainable Communities Program Intake**

Received as information.

Councillor Jake Reimer left Chambers at 6:56 pm.

**RM EOC Center - Purchase of Tables & Chairs**

2021-082

Councillor Normandeau

Councillor Sarrasin

WHEREAS Resolution #2021-056 authorized the Operations Manager to purchase tables and chairs to furnish the RM of Ste. Anne Emergency Operations Centre up to a maximum of \$3,000, however quotations received amounted to \$3561.60;

BE IT RESOLVED that Council approve the quotation obtained from Richard Hildebrand Office Furnishings totaling \$3,561.60 including taxes and delivery.

**CARRIED**

**NEW BUSINESS**

**Authorized Attendances**

**21-04-13 - AMM Mayors Reeves and CAOs Meeting**

Administration to Respond.

**Southeastern Head of Council Coffee Meeting**

Received as information.

**Napier Emergency Consulting - Contract Renewal**

2021-083

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that the contract with Napier Emergency Consulting be renewed for the period from April 1, 2021 to March 31, 2022 for a \$4,000 annual fee, as presented.

**CARRIED**

Councillor Jake Reimer returned at 6:58 pm.

**La Coulee Creek**

Received as information.

**CN - Request for Contact Information**

Administration to respond.

**Scotts with Communities in Bloom - Gro for Good Grant Initiative**

Received as information.

**Culvert request - 41E**

Referred to Transportation Committee

**CanWhite Sands - Request for In-Camera Delegation**

Administration to respond.

**Memorandum of Understanding with La Broquerie - Emergency Services Mutual Aid**

2021-084

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that the RM of Ste. Anne request the RM of La Broquerie to enter into the Memorandum of Understanding regarding shared Emergency Mutual Aid Services, as presented.

**CARRIED**

**PLANNING & DEVELOPMENT**

**2020 Permit Statistics and Analysis**

Received as information.

**Public Notice of RM of Tache Zoning By-Law Amendment - By-law 01-2021**

Received as information.

**Letters of Credit for Developments**

Referred to the Land Use Planning and Development Committee.

**21-02-10 - VO#18-20 + CU#10-20 - Feedback Email from Resident**

Received as information.

**Zoning By-Law Review**

2021-085

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED that the full Zoning By-law Review previously scheduled for 2021 be deferred to 2022 in light of the ongoing pandemic creating delays and hindering the public engagement process;

BE IT FURTHER RESOLVED that Administration be directed to have a revision to the Zoning By-law drafted addressing matters surrounding the keeping of animals and hobby farm uses in Rural zones for review by the Land Use Planning and Development Committee.

**CARRIED**

**BY-LAWS – None**

**DEPARTMENT MANAGER REPORTS – None**

**COMMITTEE REPORTS & MINUTES**

**21-02-03 - Committee of the Whole Meeting**

2021-086

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED that the Committee of the Whole meeting minutes of February 3, 2021 be adopted as circulated.

**CARRIED**

**NOTICE OF MOTION / PETITIONS**

**CU#09-20 & VO#15-20; Res#2020-537**

Tabled.

**CONSENT AGENDA**

2021-087

Reeve Saindon

Councillor Reimer

BE IT RESOLVED that the consent agenda consisting of the following 11 items be adopted as circulated:

AMM Various Matters

Manitoba Good Roads Association - January 2021 Newsletter

McDougal Auctioneers Ltd.

Steinbachonline - St. Pierre Mayor Reacts to MASC Office Closure

Southeast Commerce Group

STARS - Donation Solicitation

SecurTeck Monitoring Solutions Inc - Letter of Introduction

Ronald McDonald House Charities Manitoba - Donation Solicitation

MB Municipal Relations - Bulleting #2021-07 - 2020 Asset Management Report

Brandon Sun - Officials react to proposed Gun Bill

21-02-11 - Steinbach Chamber of Commerce - The Bottom Line

**CARRIED**

**IN CAMERA**

2021-088

Councillor Wery

Councillor Ingles

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

**CARRIED**

Reeve Paul Saindon left the meeting at 9:04 pm.

**Out of Camera**

2021-089

Councillor Ingles

Councillor Sarrasin

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**

**Personnel Committee Chair Indemnities**

2021-090

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED that, further to Resolution #2021-052, the Personnel Committee Chair be remunerated for time spent addressing ongoing Human Resource matters in accordance with Municipal Policies.

**CARRIED**

**Order to Remedy Contravention**

2021-091

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED that, further to Resolution #2021-051, Council direct the municipal solicitor to initiate proceedings under *The Planning Act* as required.

**CARRIED**

**Land Acquisition**

2021-092

Councillor Wery

Councillor Reimer

BE IT RESOLVED that Administration be authorized to hire a consultant to resolve land acquisition matters as discussed.

**CARRIED**

**ADJOURNMENT**

2021-093

Councillor Normandeau

Councillor Wery

BE IT RESOLVED that this regular meeting be adjourned at 9:49 pm.

**CARRIED**

**NEXT MEETING(s)**

Regular Day Meeting

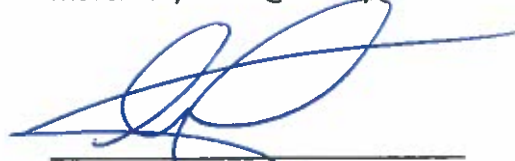
Regular Evening Meeting

March 10, 2021 @ 9:00 am

March 24, 2021 @ 6:00 pm



Randy Eros  
Deputy Reeve



Nadine Vielfaure, CMMA  
Interim Acting Chief Administrative Officer