



STE. ANNE MUNICIPALITY

Rural Municipality of Ste. Anne

Meeting Agenda

January 6, 2021 - Regular Meeting of Council - 09:00 AM

1. CALL TO ORDER 9:00 AM
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
4. FINANCE
 - 4.1 Cheque Listing
5. HEARINGS - NONE
6. DELEGATION(S) - NONE
7. MUNICIPAL DELEGATE REPORTS
 - 7.1 20-12-18 - AMM Webinar - Adapting to Change - Councillor Sarah Normandeau and CAO
8. UNFINISHED BUSINESS
 - 8.1 Innovantage - Green Employment Grant and Subsidy Programs
 - 8.2 Pierrette Sherwood - Dawson Trail Arts and Heritage Tour
 - 8.3 Three Way Builders - Additional Work Order No. 15
 - 8.4 ***New Public Works Shop - Update
 - 8.5 ***TAXervice - Notice of Cancellation of Tax Sale
 - 8.6 ***RM of Ste. Anne Newsletter
 - 8.7 ***MEC Chrissy Bohemier - RM of Ste. Anne Emergency Plan
9. NEW BUSINESS
 - 9.1 Authorized Attendance
 - 9.1.1 2021 MB Planning Conference
 - 9.1.2 PRAC - Webinar Series: Building Climate-Resilient Communities
 - 9.2 Eastman Tourism - 2021 Membership Letter
 - 9.3 Application for Exemption to Number of Dogs - SW 27-7-7E
 - 9.4 Katie Cares/Katie's Cottage - 2021 Grant Request
 - 9.5 MMSM - 2021 Municipal Payments
 - 9.6 MuniWare - EFT Payment Module Quotation
 - 9.7 City of Steinbach - Building Inspection Fees
 - 9.8 ***Schantz Community Consulting - Social Media Support Proposal
10. PLANNING & DEVELOPMENT

- 10.1 RM of Tache - Notice of Public Hearing
- 10.2 ***Permit Report to Council - December 2020

- 11. **BY-LAWS**
- 11.1 By-Law #14-2020 - Green Initiative Reserve Fund By-Law - 2nd and 3rd Reading
- 11.1.1 By-Law #14-2020 - Green Initiative Reserve Fund By-Law - 3rd Reading

- 12. **DEPARTMENT MANAGER REPORTS - NONE**
- 12.1 ***Fire Chief Reports

- 13. **COMMITTEE REPORTS & MINUTES - NONE**

- 14. **NOTICE OF MOTION / PETITIONS - NONE**

- 15. **CONSENT AGENDA**
- 15.1 AMM - News Bulletin
- 15.2 MGRA - List of Competition Winners
- 15.3 Steinbach Chamber of Commerce - Newsletter

- 16. **IN CAMERA**
- 16.1 Out of Camera

- 17. **ADJOURNMENT**



STE. ANNE MUNICIPALITY

Regular Council Meeting Minutes

January 6, 2021 - 09:00 AM

Regular Meeting of Council held virtually on January 6, 2021.

Deputy Reeve Randy Eros called the meeting to order at 9:01 am with the following members of Council present: Councillors Sarah Normandeau, Jake Reimer, Brent Wery, Brad Ingles, Robert Sarrasin and Randy Eros. Also present were CAO Jennifer Gilmore and Assistant CAO Nadine Vielfaure.

Reeve Paul Saindon was absent.

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

ADOPTION OF AGENDA

2021-001

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED that the agenda for the regular meeting of January 6, 2021 be adopted as circulated and amended.

CARRIED

ADOPTION OF MINUTES

2021-002

Councillor Reimer

Councillor Ingles

BE IT RESOLVED that the minutes of the regular meeting held on December 16, 2020 be adopted as circulated.

CARRIED

FINANCE

Cheque Listing

2021-003

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that the following cheques numbered 20201465 – 20201512 and 20210001 - 20210024 (inclusive) in the amount of \$134,697.49 be approved for payment.

CARRIED

HEARINGS – None

DELEGATIONS – None

MUNICIPAL DELEGATE REPORTS

20-12-18 - AMM Webinar - Adapting to Change - Councillor Sarah Normandeau and CAO

UNFINISHED BUSINESS

Innovantage - Green Employment Grant and Subsidy Programs
Administration to investigate.

Pierrette Sherwood - Dawson Trail Arts and Heritage Tour
Administration to respond.

Three Way Builders - Additional Work Order No. 15

2021-004

Councillor Wery

Councillor Reimer

BE IT RESOLVED that Council accepts Quotation OCO No. 15 as submitted by Three Way Builders Ltd. for additional works required for the new Public Works Building and authorizes all works to be completed and costs to be paid as per quotation.

CARRIED

New Public Works Shop - Update

Received as information.

TAXervice - Notice of Cancellation of Tax Sale

Received as information.

RM of Ste. Anne Newsletter

2021-005

Councillor Normandeau

Councillor Sarrasin

WHEREAS Resolution #2020-112 authorized a quarterly newsletter to be developed by Administration, as recommended by Economic Development Committee Resolution #EDC-2020-04;

BE IT RESOLVED that this newsletter be developed by Administration in collaboration with Council and all relevant municipal departments, with the first publication to be released in spring 2021.

CARRIED

MEC Chrissy Bohemier - RM of Ste. Anne Emergency Plan

2021-006

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED that Council approves and adopts the RM of Ste. Anne Emergency Plan, as submitted by MEC Chrissy Bohemier on January 4, 2021.

CARRIED

NEW BUSINESS

2021 MB Planning Conference

2021-007

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED that all members of Council be authorized to attend the 2021 MB Planning Conference (virtual) on January 19, 21 and 22, 2021 with all associated costs to be paid.

CARRIED

PRAC - Webinar Series: Building Climate-Resilient Communities

2021-008

Councillor Wery

Councillor Ingles

BE IT RESOLVED that Councillors Brad Ingles, Robert Sarrasin and Randy Eros be authorized to attend one webinar each from the PRAC Webinar Series: Building Climate-Resilient Communities with all associated costs to be paid.

CARRIED

Eastman Tourism - 2021 Membership Letter

2021-009

Councillor Normandeau

Councillor Wery

BE IT RESOLVED that the Municipality join Eastman Tourism indefinitely, with all membership costs authorized to be paid on an annual basis.

CARRIED

Application for Exemption to Number of Dogs - SW 27-7-7E

2021-010

Councillor Sarrasin

Councillor Normandeau

WHEREAS Council has received an application to have the maximum number of dogs temporarily increased to 5 for Pt. SW 27-7-7E, 40035 Road 39E, for the property owners' 3 existing dogs and 2 additional existing dogs belonging to another owner as described in their letter of request dated December 22, 2020;

BE IT RESOLVED that the application to have the maximum number of dogs temporarily increased to 5 for the subject property be approved on the following conditions:

1. That when any of the 3 existing dogs owned by the property owners are either deceased or no longer reside on the property, the exemption under Section 10.1 and 10.2 of By-Law #01-2012 be revoked; and
2. That the approval for the 2 existing dogs belonging to another owner shall expire on September 30, 2021.

CARRIED

Katie Cares/Katie's Cottage - 2021 Grant Request

Referred to 2021 Financial Plan discussions.

MMSM - 2021 Municipal Payments

Received as information.

MuniWare - EFT Payment Module Quotation

2021-011

Councillor Wery

Councillor Ingles

BE IT RESOLVED that Council accepts the quotation as submitted by Muniware, dated December 16, 2020, for an Accounts Payable Electronic Funds Transfer (EFT) software module and authorizes all works to be completed and costs to be paid as per quotation.

CARRIED

City of Steinbach - Building Inspection Fees

Received as information.

Schantz Community Consulting - Social Media Support Proposal

Received as information.

Request to Waive Late Tax Payment Penalties

2021-012

Councillor Normandeau

Councillor Wery

WHEREAS the Municipality has received a request from the owner of property identified as Roll #'s 147800.000, 147810.000, 147820.000, 147830.000, 147840.000, 147850.000, 147950.000, 148000.000 and 148225.000, Pt. River Lots 66, 67, 68 and 69 in the Parish of Ste. Anne, to waive the penalties imposed under Financial Plan By-Law #06-2020 for 2020 tax arrears;

BE IT RESOLVED that the Municipality approves the request as presented and authorizes Administration to cancel the penalties applied to the subject properties as described above.

CARRIED

Council recessed for 6 minutes at 10:56 am.

PLANNING & DEVELOPMENT

RM of Tache - Notice of Public Hearing
Administration to respond.

Permit Report to Council - December 2020
Received as information.

BY-LAWS

By-Law #14-2020 - Green Initiative Reserve Fund By-Law - 2nd and 3rd Reading
2021-013
Councillor Sarrasin
Councillor Normandeau
BE IT RESOLVED that By-Law #14-2020 be given second reading.
CARRIED

By-Law #14-2020 - Green Initiative Reserve Fund By-Law - 3rd Reading
2021-014
Councillor Wery
Councillor Ingles
BE IT RESOLVED that By-Law #14-2020, being a by-law to establish a Green Initiative Reserve Fund, be given third and final reading.
In Favour: Councillors Sarah Normandeau, Jake Reimer, Brent Wery, Brad Ingles, Robert Sarrasin and Deputy Reeve Randy Eros
Opposed: None
Abstained: None
Absent: Reeve Paul Saindon
CARRIED

DEPARTMENT MANAGER REPORTS

Fire Chief Reports
Received as information.

COMMITTEE REPORTS & MINUTES – None

NOTICE OF MOTION / PETITIONS – None

CONSENT AGENDA

2021-015
Councillor Wery
Councillor Sarrasin
BE IT RESOLVED that the consent agenda consisting of the following 3 items be adopted as circulated:
AMM - News Bulletin
MGRA - List of Competition Winners
Steinbach Chamber of Commerce - Newsletter
CARRIED

IN CAMERA

2021-016
Councillor Normandeau
Councillor Ingles
BE IT RESOLVED that Council move In Camera to discuss items under Section 152(3) of *The Municipal Act*.
CARRIED

Operations Manager Kevin Medeiros joined the meeting from 11:12 to 11:22 am.

Out of Camera

2021-017

Councillor Ingles

Councillor Normandeau

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

Notice to Remedy Contravention Appeal Hearing

2021-018

Councillor Ingles

Councillor Wery

WHEREAS the property located at Pt. SE 36-8-7E, Lot 2 Plan 47827, Roll #138408.000, Civic address of 47016 Road 42E, in the RM of Ste. Anne has been issued a Municipal Order in contravention of Building By-Law #09-2017;

AND WHEREAS the registered owner of the property has been issued all the warnings, orders and other documents required under *The Municipal Act*;

AND WHEREAS the registered owner did not comply with the provisions of the order within the time specified in the order, however an appeal, dated December 8, 2020, has been initiated during the allowable time as provided in *The Municipal Act*;

AND WHEREAS pursuant to Section 244 of *The Municipal Act*, Council had scheduled a hearing with Resolution #2020-541 to hear the property owner's appeal and review the order on January 27, 2021 at 2 pm, after which Administration was informed that the appellant would be unable to attend at this date and time due to other previously scheduled matters;

BE IT RESOLVED that the CAO make arrangements with the property owner to re-schedule this hearing and if these arrangements cannot be agreed to by January 15, 2021, the CAO shall re-schedule the hearing and give notice to the property owner;

BE IT FURTHER RESOLVED that should the property owner fail to attend the scheduled hearing, Council shall review the order and make a decision on the matter in accordance with Section 244 of *The Municipal Act*.

CARRIED

Cost of Living Index Policy

2021-019

Councillor Normandeau

Councillor Reimer

WHEREAS Council Resolution #2019-061 implemented an annual cost-of-living policy providing that the CPI increase based on the prior year's November figures be applied to all employees' salaries and wages on January 1st of each year thereafter, as recommended by Personnel Committee Resolution #PPC-2019-13;

BE IT RESOLVED that the cost-of-living policy be amended to provide that should the prior year's November CPI figure be a negative percentage, that the matter be brought to Council's attention for further consideration.

CARRIED

ADJOURNMENT

2021-020

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that this regular meeting be adjourned at 12:10 pm.

CARRIED

NEXT MEETING(s)

Regular Evening Meeting

Regular Day Meeting

January 20, 2021 @ 6:00 pm

February 10, 2021 @ 9:00 am

Randy Eros
Deputy Reeve

Jennifer Gilmore, CMMA
Chief Administrative Officer