



STE. ANNE MUNICIPALITY

Council Meeting Minutes May 10, 2023 - 09:00 AM

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on May 10, 2023.

CALL TO ORDER 9:00 AM

Reeve Richard Pelletier called the meeting to order at 9:03 am by acknowledging that we are located on Treaty 1 Lands, the traditional lands of the Anishinaabe, Cree, Oji-Cree, Dakota, Dene and the birthplace of the Métis Nation.

ATTENDANCE

COUNCIL MEMBER	IN ATTENDANCE	ABSENT
RICHARD PELLETIER, REEVE	X	
SARAH NORMANDEAU, WARD 1	X	
KYLE WACZKO, WARD 2	X	
Vacant Seat, WARD 3	N/A	N/A
BRAD INGLES, WARD 4	<i>via phone</i>	
ROBERT SARRASIN, WARD 5	X	
RANDY EROS, WARD 6	X	

Also in attendance were:

Chief Administrative Officer, Mike McLennan
Legislative Officer, Nadine Vielfaure
Finance Officer, Tiana Bohemier
Development Officer, Hadiseh Bajelan

ADOPTION OF AGENDA

2023-220

Councillor Eros

Councillor Waczko

BE IT RESOLVED THAT the agenda for the May 10, 2023, regular meeting be adopted as circulated and amended to add:

- 14.13 - RM Tour.

CARRIED

ADOPTION OF MINUTES

2023-221

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the April 26, 2023, regular meeting minutes be adopted as circulated.

CARRIED

FINANCE

Cheque Listing

2023-222

Councillor Sarrasin

Councillor Waczko

BE IT RESOLVED THAT the following EFT payments & cheques numbered #20230535 – #20230597 (inclusive) in the amount of \$93,094.70 be approved for payment.

CARRIED

April 2023 Financial Statements

2023-223

Councillor Normandeau

Councillor Waczko

BE IT RESOLVED THAT the Financial Statements for the period ending April 30, 2023, be approved and adopted as presented.

CARRIED

2022 Final Unaudited Financials

Received as Information until audit is finalized.

At 9:07 am, Finance Officer Tiana Bohemier left the meeting.

MUNICIPAL DELEGATE REPORTS

Rural Manitoba Economic Development Corp. - Eastern Region Meeting - May 17, 2023

UNFINISHED BUSINESS – None.

NOTICE OF MOTION / PETITIONS

Schinkel Properties - SD#4175-21-8528 - Appeal of Lot Siting Plan Requirement

Council decided to maintain the requirement at this time.

COMMITTEE MINUTES AND MATTERS

LUD of Richer Committee Meeting - May 3, 2023

2023-224

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the May 3, 2023, LUD of Richer Committee meeting minutes be received as presented.

CARRIED

LUD Grants Policy

2023-225

Councillor Eros

Councillor Normandeau

BE IT RESOLVED THAT, as recommended by LUD of Richer Committee Resolution #LUD-2023-41, Council grant \$5,000 to the Richer Recreation Committee, a sub-committee of the Richer Community Club, to be released immediately for the purchase of recreation equipment and summer programming as per their submitted Grant Application;

BE IT FURTHER RESOLVED THAT the Dawson Trail Arts & Heritage Tour grant request be addressed by Council rather than the LUD of Richer Committee.

CARRIED

Road Closure - Richer Fire Department Training

2023-226

Councillor Normandeau
Councillor Waczko

WHEREAS the Richer Fire Department wishes to conduct Traffic Control training for members as part of their ongoing volunteer development;
AND WHEREAS the Richer Fire Chief has requested the use of Forsythe Road, between Dawson Rd and Southeast Drive, on Sunday, June 4th, 2023, from 8 am to 5 pm, to conduct this training;
AND WHEREAS the Local Urban District of Richer Committee recommend that Council approve this request with their Resolution #LUD-2023-42;
BE IT RESOLVED THAT Council authorize the closure of Forsythe Road on June 4th, 2023, from 8 am to 5 pm, to allow a Richer Fire Department training exercise to be conducted.
CARRIED

DELEGATION(S) – None.

HEARINGS - 11:00 am

Tabled until the scheduled Hearing time.

DEPARTMENT MANAGER REPORTS

Steinbach Fire Report - April 2023
Received as information.

Prairie By-law Enforcement - Monthly Report for April 2023
Received as information.

Richer Fire Department Report - April 2023
Received as information.

BY-LAWS

By-law #2023-03 - Cancel Lagoon Borrowing By-law #2021-01 - 2nd Reading
2023-227
Councillor Eros
Councillor Normandeau
WHEREAS By-law #2023-03, being a by-law to cancel Lagoon Borrowing By-law #2021-01, was given 1st reading on January 11, 2023, with Municipal Board Order #E-23-019 approving our By-law #2023-03 being issued on March 10, 2023;
BE IT RESOLVED THAT By-Law #2023-03 be given second reading.
CARRIED

By-law #2023-03 - Cancel Lagoon Borrowing By-law - 3rd Reading
2023-228
Councillor Sarrasin
Councillor Eros
BE IT RESOLVED THAT By-law #2023-03, being a by-law to cancel Lagoon Borrowing By-law #2021-01, be given third and final reading.

COUNCIL MEMBER	IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
RICHARD PELLETIER, REEVE	X			
SARAH NORMANDEAU, WARD 1	X			
KYLE WACZKO, WARD 2	X			
Vacant Seat, WARD 3	N/A	N/A	N/A	N/A
BRAD INGLES, WARD 4			X	
ROBERT SARRASIN, WARD 5	X			
RANDY EROS, WARD 6	X			

CARRIED

By-law #2023-12 - Rezoning - SE 28-8-7E from RM to CR - for Campground - 1st Reading
2023-229

Councillor Normandeau
Councillor Sarrasin

BE IT RESOLVED THAT By-Law #2023-12, being a by-law to further amend the municipal Zoning By-law #10-2010 in order to change Lot 7 Block 1 Plan 16805 in SE 28-8-7E from Rural Mixed zone to Commercial Recreational zone, be given first reading.

CARRIED

NEW BUSINESS

2023 Eastern District Municipal Golf Tournament - Save the Date

Tabled until registration fees are known.

National Public Works Week - May 21-27, 2023

2023-230

Councillor Eros
Councillor Sarrasin

WHEREAS every year the Canadian Public Works Association (CPWA) celebrates National Public Works Week (NPWW), and requests Manitoba Municipalities to make a proclamation thanking their public works people for the work they do providing the essential services for the community and further asks the municipalities to hold an open house and invite the public to see who the public works people are and what they do;

AND WHEREAS this year's National Public Works Week is between May 21 -27, 2023.

BE IT RESOLVED THAT Council proclaim the week of May 21 to 27, 2023, as National Public Works Week in recognition of the critical and essential services provided by our hard working public works team.

CARRIED

Northeast Red Watershed District Expansion

Received as information.

Province of Manitoba - Bulletin #2023-11 - Budget Deadline Reminder & Municipal Grant Escalator Update

Received as information.

Giroux Ice Rink Fencing

2023-231

Councillor Eros
Councillor Normandeau

WHEREAS the 2023 Financial Plan included provisions for upgrades to the Giroux Ice Rink, including fencing;

BE IT RESOLVED THAT Council approve the quote provided by Best Way Fence Systems Inc. to a maximum of \$10,000 to be borne by the Canada Community Building Fund Reserve.

CARRIED

Dawson Trail Arts and Heritage Tour - Official Launch - May 27, 2023

2023-232

Councillor Sarrasin
Councillor Eros

BE IT RESOLVED THAT Reeve Richard Pelletier be authorized to attend the Dawson Trail Commemorative Project's Official Launch to be held on May 27, 2023, in Richer, MB, with all associated costs to be paid.

CARRIED

Technology Upgrades

2023-233

Councillor Sarrasin

Councillor Normandeau

WHEREAS the 2023 Financial Program included provisions for the purchase of new computers for Administration, Public Works and Council;

AND WHEREAS outdated systems are needing to be replaced;

BE IT RESOLVED THAT Council authorize the purchase of one new system for Public Works and two for Administration, at a cost per unit of \$1,100.00 as per quote, with an additional allotment for provisions as required, not to exceed 2023 Financial Plan budgeted amounts;

BE IT FURTHER RESOLVED that Council approve the purchase of 1 new laptop for Council, with a cost per unit of \$749.00 as per quote, with an additional allotment for provisions as required, not to exceed 2023 Financial Plan budgeted amounts.

CARRIED

2023 Grants

2023-234

Councillor Normandeau

Councillor Sarrasin

WHEREAS Council passed the 2023 Financial Plan which included grants to be paid out in 2023;

BE IT RESOLVED that the following organizations be designated to receive grants in the following amounts to be paid in November 2023:

Kidsport	\$1,000.00
Town of Ste. Anne Ice Plant:	\$75,000.00
Children of the Universe (Summer Program)	\$1,500.00
St. Labre 200	\$200.00
Navy League of Canada	\$200.00
Ducks Unlimited (Environmental Wetlands) Grant	\$250.00
Mennonite Heritage Village	\$1,800.00
Dawson Trail Arts & Heritage Tour	\$5,000.00
Heartland Quilters	\$500.00
Agriculture in the Classroom	\$1,500.00
Greenland Private School	\$1,500.00
Town of Ste. Anne Library	\$15,000.00
Seine River Services for Seniors	\$2,000.00
Accueil Kateri Operating & Christmas Hamper	\$10,500
Steinbach & Area Animal Rescue - Operating Expenses	\$2,100.00
Steinbach & Area Animal Rescue - Spay & Neuter Clinic	\$2,000.00

BE IT FURTHER RESOLVED that Administration be authorized to release the following grants, as per policy, agreement, and/or by-law, up to the maximum amounts established in the 2023 Financial Plan:

- Richer Community Club Operating/Capital Expense Grant - \$25,000
- Town of Ste. Anne Recreation Grant - \$50,000.00
- Bursaries (total budget of \$1,500.00)
- Library Fee Refunds (total budget of \$2,000.00)
- Learn to Swim program (total budget of \$2,000.00)

CARRIED

Thurston Park - Pickleball Court Line Painting

2023-235

Councillor Eros

Councillor Normandeau

WHEREAS Various Community Members have reached out to Administration and Council about an adaptation to the basketball courts at Thurston Park to allow for Pickleball use.

BE IT RESOLVED THAT Council authorize the painting work, as per quote provided by Cord's Park Mark Ltd, with a total cost of \$500.00, to be borne by the General Operating budget.

CARRIED

Commercial Recycling Policy #18-ADMIN and Program Fees

2023-236

Councillor Ingles

Councillor Normandeau

WHEREAS in 2022, Council discussed implementing a recycling collection service for commercial outlets, as part of the Climate Action Plan, as commercial sites do not qualify for the same programs as residential collection services through Multi-Material Stewardship Manitoba;

AND WHEREAS Program was tabled to 2023 Budget Considerations;

AND WHEREAS the 2023 Financial Plan included provisions for the Commercial Recycling Program;

BE IT RESOLVED THAT Council approve the Commercial Recycling Policy #18-ADMIN Pilot Program, and associated fee structure with 60% of costs to be borne by the commercial organizations and 40% of costs to be borne by the Municipality;

BE IT FURTHER RESOLVED THAT Administration be authorized to advertise this new program as appropriate.

CARRIED

Tax Sale Agreement

2023-237

Councillor Sarrasin

Councillor Normandeau

WHEREAS the Municipality has received documentation from TAXervice, dated May 4, 2023, regarding property identified as Roll #58510.000, which is currently on the 2021 Tax Sale list of properties to potentially be sold at the Tax Sale being held on November 7, 2023 at 2:00 pm;

AND WHEREAS the documentation states that the owner of the mentioned property would like to enter into an agreement for payment of tax arrears, penalties and costs so that the property can be removed from the 2021 Tax Sale and will continue with payments until September 30, 2024 for preventative measures;

BE IT RESOLVED that the Municipality enter into the agreement, as outlined in the document, on the condition that all payments are made in guaranteed funds and no payments default from the time outlined in the document, and that the Reeve and CAO are hereby authorized to sign the applicable document.

CARRIED

Seine River Services for Seniors - Invitation to AGM

2023-238

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT the Reeve or Deputy Reeve as available be authorized to attend the Seine River Services for Seniors Inc. Annual General Meeting on June 15, 2023, at the Club Jovial in Ste. Anne, with all associated costs to be paid.

CARRIED

RM Tour

Councillors agreed to gather for a tour of the RM on June 19th, 2023.

PLANNING & DEVELOPMENT

Policy #03-ADMIN - Public Reserve Land or Cash In Lieu - Update

2023-239

Councillor Normandeau

Councillor Waczko

WHEREAS on January 18, 2018, Council approved Municipal Policy #03-ADMIN, being a policy to establish criteria for the provision and calculation of land, cash, or a combination thereof, to the Municipality during a subdivision as authorized under the Planning Act;

AND WHEREAS additional clarification is required to ensure full compliance with Planning Act requirements and Council intentions;

BE IT RESOLVED THAT Council approve revised Policy #03-ADMIN as presented.

CARRIED

Request for private shared driveway on Road Allowance

Administration instructed pursue the matter as requested.

CONSENT AGENDA

2023-240

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the consent agenda consisting of the following 8 items be adopted as circulated:

AMM - Various Correspondence

FCM - Various Correspondence

Accueil Kateri

Manitoba Wildfire Service

Dawson Trail Arts and Heritage Tour

Red River Basin Commission

Letter from Member of the Public

Emergency Preparedness Week May 7-13, 2023

CARRIED

IN CAMERA

2023-241

Councillor Normandeau

Councillor Eros

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 10:08 am to discuss By-law Enforcement Matters, and Legal Matters, under Section 152(3) of *The Municipal Act*.

CARRIED

At 10:18 am, Councillor Brad Ingles left the meeting.

OUT OF CAMERA

2023-242

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT this meeting reconvene into regular session at 10:35 am, 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

Council recessed from 10:35 am to 11:00 am.

HEARINGS - 11:00 am

The CAO reviewed the procedures for Public Hearings and confirmed that the notification requirements of the Planning Act have been met for all Hearings on the May 10, 2023, Council Meeting Agenda.

Hearing - CU#04-23 & VO#05-23 - Used Mobile Home - Goodchild

2023-243

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use #04-23 and Variation Order #05-23 to permit a previously used mobile home to be moved on the property to be used as a single-family dwelling and to vary the front yard setback requirement from 125 feet to approx. 60 feet at NW 12-8-7E in an area zoned Rural Mixed, at 11:00 am.

CARRIED

The applicant, Larry & Tanice Goodchild, made a presentation in favour of the proposal.

No presentations from members of the public were received.

OUT OF HEARING CU#04-23 & VO#05-23 - Used Mobile Home - Goodchild

2023-244

Councillor Eros

Councillor Waczko

BE IT RESOLVED THAT the Hearing for Conditional Use #04-23 and Variation Order #05-23 be closed and that this meeting reconvene into regular session at 11:05 am.

CARRIED

Hearing Decision - CU#04-23 & VO#05-23 - Used Mobile Home - Goodchild

2023-245

Councillor Eros

Councillor Normandeau

WHEREAS the RM of Ste. Anne and Lawrence & Tanis Goodchild entered into an Access and Maintenance Agreement on March 1, 2023, granting legal access to Lot 2 Plan 46521 and requiring the owners to develop this road, including the provision of a turnaround;

AND WHEREAS a Public Hearing was held for Conditional Use Order #04-23 and Variation Order #05-23 to permit a previously used mobile home to be moved on the property to be used as a single-family dwelling and to vary the minimum front yard setback requirement from 125 feet to approx. 60 feet at Lot 2 Plan 46521, in NW 12-8-7E, in an area zoned Rural Mixed;

BE IT RESOLVED that Conditional Use Order 04-23 and Variation Order # 05-23 be approved on condition that:

1. A Development Agreement be entered into pertaining to the Access and Maintenance Agreement, to be registered on title;
2. the relevant terms and conditions contained within the Access and Maintenance Agreement, pertaining to the construction of the road, be completed satisfactorily before the required building permit be issued for this previously used mobile home;
3. the recommendations included in the Structural Engineer's Report (Reference 22.338, stamped on January 20, 2023) be adopted as requirements;
4. building code compliance be confirmed through the building permit process, to the satisfaction of the municipally contracted building inspectors;
5. That any engineered and/or legal document pertaining to this subdivision may be reviewed by the municipal engineer and/or lawyer; and
6. That all costs, including any legal and engineering costs incurred by the Municipality due to this subdivision, are to be borne by the applicant.

CARRIED

ADJOURNMENT

2023-246

Councillor Eros

Councillor Normandeau

BE IT RESOLVED THAT this regular meeting be adjourned at 11:06 am.

CARRIED

NEXT MEETING(s)

Regular Evening Meeting

Regular Day Meeting

May 24, 2023 @ 6:00 pm

June 14, 2023 @ 9:00 am



Richard Pelletier
Reeve



Mike McLennan
Chief Administrative Officer