

THE RURAL MUNICIPALITY OF STE. ANNE

AGENDA

Budget Meeting

March 7, 2007 - 7:00 PM

1. Adopt agenda

2. 2007 BUDGET
 - a) Review 2007 General Operating estimates

Enclosed are copies of the 2007 budgets for
-Ste. Anne Fire Department,
-the Richer Fire Department,
-the 2007 Giroux Fire Department,
-the EMO Coordinator, and
-the 2007 LUD of Richer Budget they are to be approved
tonight or at the March 14, 2007 meeting.

 - b) Discuss 2007 Capital Estimates

3. Convene into special meeting to deal with budgetary resolutions.
 - a) Indemnity By-law
 - b) Retiring CAO
 - c) New CAO
 - d) Recreation Grant – Ste. Anne Sports Complex
 - e) Recreation Grant – Blumenort Recreation, Greenland Private School
 - f) Richer Young at Heart request
 - g) Fire protection budgets (if ready)
 - h) EMO Coordinator budget
 - i) Grader Operators
 - j) General Reserve levy

4. OTHER MATTERS

5. ADJOURN

THE RURAL MUNICIPALITY OF STE. ANNE

'Minutes'

March 7, 2007

The minutes of a special meeting of the Council of The Rural Municipality of Ste. Anne held at the municipal hall in the Town of Ste. Anne on March 7, 2007. The meeting was called in accordance with Section 151 of The Municipal Act to review the preliminary figures of the budget for the year 2007 and deal with budget related resolutions and other matters.

Reeve Art Bergmann presided and called the meeting to order at 7:00PM with the following members of council in attendance: Councillors Courcelles, Reimer, Brunel, Massicotte and Evans. Also present was the Chief Administrative Officer, Alice De Baets. Councillor Lanouette attended the meeting at 7:05PM and left the meeting at 8:05PM.

No. 119 - ADOPT AGENDA

COURCELLES MASSICOTTE

BE IT RESOLVED that the agenda for the budget meeting of March 7, 2007 be hereby adopted as prepared.

Carried

2007 BUDGET ESTIMATES

Council reviewed the 2007 General Operating Estimates and the Capital Estimates portion of the 2007 proposed Financial Plan as prepared by the Chief Administrative Officer.

SPECIAL SESSION

No. 120 - CONVENE TO SPECIAL SESSION

COURCELLES EVANS

BE IT RESOLVED that we convene in special session to pass budgetary resolutions.

Carried

No. 121 - INDEMNITY BY-LAW

EVANS COURCELLES

BE IT RESOLVED that By-law No. 8-2007 amending By-law No. 1-2007 fixing rates and remunerations paid to members of Council be given first reading.

Carried

No. 122 - RETIRING CAO

EVANS REIMER

WHEREAS Chief Administrative Officer Alice De Baets has now made a decision on the official date of retirement;

BE IT RESOLVED that the official date of the retirement of Chief Administrative Officer Alice De Baets is set at June 30, 2007;

BE IT FURTHER RESOLVED that Chief Administrative Officer Alice De Baets be provided with a retirement allowance based on Employee Benefits By-law No. 10-86 in effect at the date of her appointment as Chief Administrative Officer and benefit package at the discretion of Council.

Carried

No. 123 - APPOINT NEW CAO

COURCELLES MASSICOTTE

BE IT RESOLVED that Yvette Courcelles of La Broquerie, Manitoba is hereby appointed Chief Administrative Officer for the Rural Municipality of Ste. Anne on terms, conditions and benefits as follows:

1. That Yvette Courcelles shall be available for employment with the municipality on May 1, 2007;
2. That Yvette Courcelles shall take over as Chief Administrative Officer on May 28, 2007;
3. That Yvette Courcelles be paid an annual starting salary of \$61,500. which includes a Professional Development allowance of \$1,500.00, plus \$50.00 for each special evening meeting attended other than the 11 regular evening meetings;
4. That for each of the years 2008, 2009 and 2010 she be entitled to an increase in pay equal to the Cost of living plus \$1,500.00 as a Professional Development allowance;
5. That for 2007 she be entitled to two weeks paid vacation and for the years of 2008 to 2010 inclusive she be entitled to 4 weeks paid vacation;
6. That she be entitled to participate in the Pension, Insurance and Long Term Disability provided under the Municipal Employees Benefits Program with costs to be shared with the municipality on a 50-50 basis;

Resolution No. 123-07 continued

7. That she be entitled to recognition of merit or service, sick leave benefits, severance time, retirement allowance, compassionate leave, vacations and holidays as provided in the current Employee Benefits By-law No. 11-94 or a revised enhanced Employee Benefits By-law, if applicable.

8. That she be required to give notice of resignation as provided in the current Employee Benefits By-law No. 11-94 or a revised enhanced Employee Benefits By-law, if applicable.

BE IT FURTHER RESOLVED that the appropriate by-laws be drafted and be ready for first reading at the March 14, 2007 meeting.

Carried

No. 124 - STE. ANNE SPORTS COMPLEX

BRUNEL MASSICOTTE

BE IT RESOLVED that the amount of \$8,000.00 be included in the R.M. of Ste. Anne's Financial Plan as an annual recreation grant to the Town of Ste. Anne as a contribution towards the operation of the Ste. Anne Sports Complex.

Carried

No. 125 - ANNUAL RECREATION GRANTS

COURCELLES MASSICOTTE

BE IT RESOLVED that the following amounts be and are hereby included annually in the R.M. of Ste. Anne's Financial Plan as recreation grants to be paid from the general fund of the municipality: Blumenort Recreation Association - \$2,000.00, Greenland Private School - \$1,000.00.

Carried

No. 126 - RICHER YOUNG AT HEART

COURCELLES EVANS

WHEREAS in a letter dated February 15, 2007, Gary Dyck, representing the Board of Directors of the Richer Young at Hearts Club advised that they were now directing their efforts to interior enhancements and site development of their property;

BE IT RESOLVED that the amount of \$5,000.00 be included in the 2007 R.M. of Ste. Anne's Financial Plan as a recreation grant to the Richer Young at Hearts Club as a contribution towards the future enhancement and development of their Community Centre facility.

Carried

No. 127 - STE ANNE AND GIROUX FIRE BUDGET

COURCELLES EVANS

BE IT RESOLVED that the 2007 operating and capital budget for the Town of Ste. Anne Volunteer Fire Department be hereby approved as per budget totalling \$55,327.50

BE IT FURTHER RESOLVED that the 2007 operating and capital budget for the Giroux Volunteer Fire Department be hereby approved as per budget totalling \$7,045.00.

Carried

No. 128 - EMO COORDINATOR BUDGET

COURCELLES MASSICOTTE

BE IT RESOLVED that the EMO Coordinator budget for 2007 is hereby approved as submitted.

Carried

No. 129 - P.W. APPOINTMENT

COURCELLES REIMER

BE IT RESOLVED that Gilles Chartier be hereby appointed Public Works Supervisor and full-time grader operator effective April 1, 2007 with the rate of pay, benefits and conditions as follows:

1. That he be paid at the rate of \$18.25 per hour plus a travel allowance of \$200.00 per month for the months of January, February, March, November and December; that he be paid at the rate of \$19.25 per hour, plus a travel allowance of \$300.00 per month for the months of April to and including October, 2007, overtime at one and one-half times hourly rate after 45 hours worked per week, double hourly rate on Sundays and Statutory Holidays, plus 4% Statutory Holiday pay on gross wages;

2. That he be entitled to participate in the Municipal Employees Benefits Plan and the Blue Cross Extended Health and Dental Plan;

Resolution No. 129-07 continued

3. That he be paid a guaranteed wage for the months of January, February, March, November and December, in each year as follows:
 - a) That he be paid a guaranteed wage of 5.0 hours per day on a daily basis, seven days a week; (guaranteed hours do not comprise part of overtime unless hours are actually worked)
 - b) That when called by a member of the public works committee, he is to report to that person within 1 hour of the time called and failing to do so he forfeits the guaranteed hours for that day;
 - c) That he be available for duty all day;
4. That he be available to work on Saturdays and Sundays as required;
5. That he perform his duties upon direction from the Transportation Committee as appointed by council and to perform such other work as he may be directed from time to time;
6. That his duties and responsibilities as Public Works Supervisor and Grader Operator be established as recommended by the Transportation Committee and approved by Council;
7. That during the winter months he be reimbursed for the cost of a hot meal, to a maximum of \$12.00, including taxes, after 10 hours of continuous work; (Receipts must be submitted)
8. That he be given a minimum of three months notice if he is to be laid off because the municipality chooses to contract out road maintenance;
9. That the terms and conditions forming part of this resolution be reviewed annually.

Carried**No. 130 - P.W. APPOINTMENT.****COURCELLES MASSICOTTE**

BE IT RESOLVED that Byron Gislason be hereby appointed as second full-time grader operator effective April 1, 2007 with the rate of pay and conditions as follows:

1. That he be paid at the rate of \$18.25 per hour for 2007, overtime at one and one-half times hourly rate after 45 hours worked per week, double hourly rate on Sundays and Statutory Holidays, plus 4% Statutory Holiday pay on gross wages, plus 8% Vacation pay on gross wages in lieu of paid vacation;
2. That he be entitled to participate in the Municipal Employees Benefits Plan and the Blue Cross Extended Health and Dental Plan;
3. That he be paid a guaranteed wage for the months of January, February, March, November and December, in each year as follows:
 - a) That he be paid a guaranteed wage of 5.0 hours per day on a daily basis, seven days a week; (guaranteed hours do not comprise part of overtime unless hours are actually worked)
 - b) That when called by a member of the public works committee, he is to report to that person within 1 hour of the time called and failing to do so he forfeits the guaranteed hours for that day;
4. That he be available to work on Saturdays and Sundays as required;
5. That he perform his duties upon direction from the person in charge as appointed by council and to perform such other work as he may be directed from time to time;
6. That during the winter months he be reimbursed for the cost of a hot meal, to a maximum of \$12.00, after 10 hours of continuous work; (Receipts must be submitted)
7. That he be given a minimum of three months notice if he is to be laid off because the municipality chooses to contract out road maintenance.

Carried**No. 131 - GENERAL RESERVE****MASSICOTTE REIMER**

BE IT RESOLVED that a levy of .5 mills for 2007 and 1.0 mills for 2008 on the assessed value of all rateable land and buildings within the municipality be included in the Financial Plan of the municipality to augment the General Reserve in each of the respective years.

Carried**No. 132 - ADJOURN****COURCELLES MASSICOTTE**

BE IT RESOLVED that we adjourn to meet in regular session on March 14, 2007 at 9:00 A.M.

Carried

Adjourn – 10:55 PM



Chief Administrative Officer



Reeve