



STE. ANNE MUNICIPALITY

Rural Municipality of Ste. Anne

Meeting Agenda

February 28, 2018 - Regular Meeting of Council - 6:30 pm

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. ADOPTION OF MINUTES

4. FINANCE

4.1 Cheque Listing

4.2 Financial Statements

4.2.1 2017 Year-End Surplus

5. HEARINGS

5.1 Conditional Use #01-18 - Group Home

5.2 Conditional Use #02-18 - Previously Used Mobile Home

5.3 Variation Order #04-18 - Group Home

5.4 Variation Order #03-18 - Setbacks for Proposed House Addition/Garage

5.5 Ward Boundary By-Law #01-18

6. DELEGATIONS - NONE

7. CONSENT AGENDA

- 7.1 AMM/Interlake-Eastern Regional Health Authority - Personal Care Homes-Pharmacy RFP
 - 7.2 CCCD - 2017 CD Annual Report
 - 7.3 SRRCD - Watershed Moments
 - 7.4 Ste. Anne Food Bank - February Minutes
 - 7.5 Ste. Anne Hospital - Thank You and Grant Request
 - 7.6 FCM - Various Documents
 - 7.7 Service Canada - New Horizons for Seniors Program
 - 7.8 ***AMM - Various Documents
 - 7.9 Municipal Information Network - Perspectives: Cannabis and Your City Hall
 - 7.10 RRBC - Annual Fish Dinner Request for Silent Auction Donations
 - 7.11 Steinbachonline.com - Hanover Adding Dozens of Signs
 - 7.12 CARM - 2018 Community Project Application Form
 - 7.13 Services for Seniors - Thank You and Grant Request
 - 7.14 Bethesda Regional Health Care Auxiliary - Disbanding
 - 7.15 Ste. Anne Food Bank - Annual General Meeting
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8. UNFINISHED BUSINESS

- 8.1 Text2Car - Fleet Tracking
- 8.2 Brushing and Clearing Trees Quotations
- 8.3 MI - Memorandum of Understanding

- 8.4 Road 47N (Rd 40 to 41E) - LIDAR for Both Drains
 - 8.5 Subdivision File #4175-17-7857 - Basement Depth Restrictions
 - 8.6 Public Works Shop - Structural Engineer's Report
 - 8.7 ***Municipal Safety Program
 - 8.8 ***Subdivision File #4175-17-7834 - Agreement with RM re: Shared Driveway
 - 8.9 ***PW Committee Meeting Authorization
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9. NEW BUSINESS

- 9.1 Permits
 - 9.1.1 Insulation & Poly Inspections for Detached Garages/Sheds
 - 9.2 Subdivision File #4175-17-7966 - Oakview Turkey/Sandy Ridge Farms
 - 9.3 Climate Change Conferences
 - 9.4 Richer Community Club - Dawson Trail Park Advertising Opportunity
 - 9.5 RRBC - South Chapter AGM
 - 9.6 SRRCD/ATLIS Geomatics - LIDAR Sharing
 - 9.7 2018 Board of Revision Date
 - 9.8 Municipal Weed Inspector - Appointment and Information
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10. BY-LAWS - NONE.

11. PUBLIC WORKS REPORT

Received as information.

12. COMMITTEE REPORTS

13. NOTICE OF MOTION / PETITION - NONE.

14. IN CAMERA

14.1 In Camera

14.2 Out of Camera

14.8 Casual Grader Operator

15. ADJOURNMENT



Rural Municipality of Ste. Anne

Meeting Minutes

Regular Meeting of Council February 28, 2018 - 6:30 pm

Minutes of the regular meeting of the Rural Municipality of Ste. Anne held at the Municipal Office in the RM of Ste. Anne on February 28, 2018.

Reeve Art Bergmann called the meeting to order at 6:29 pm with the following members of Council present: Renald Courcelles, Jake Reimer, Paul Saindon and Randy Eros. Also present were CAO Jennifer Blatz and Assistant CAO Nadine Vielfaure.

Councillors Kevin Lansard and Roger Massicotte were absent.

ADOPTION OF AGENDA

2018-094

Councillor Saindon

Councillor Reimer

BE IT RESOLVED that the agenda for the regular meeting of February 28, 2018 be adopted as circulated and amended.

CARRIED

ADOPTION OF MINUTES

2018-095

Councillor Eros

Councillor Saindon

BE IT RESOLVED that the minutes of the regular meeting held on February 14, 2018 be adopted as circulated and amended.

CARRIED

FINANCE

Cheque Listing

2018-096

Councillor Courcelles

Councillor Reimer

BE IT RESOLVED that the following cheques numbered 20180202 – 20180244 (inclusive) in the amount of \$109,130.82 be approved for payment.

CARRIED

Financial Statements

2018-097

Councillor Eros

Councillor Saindon

BE IT RESOLVED that the final unaudited Financial Statements for the period ending December 31, 2017 be approved as presented.

CARRIED

2017 Year-End Surplus

2018-098

Councillor Courcelles

Councillor Reimer

BE IT RESOLVED that the CAO be instructed to transfer the year-end surplus incurred in 2017 to the General Reserve following Council approval of the final audited Financial Statements.

CARRIED

DELEGATIONS – None

CONSENT AGENDA

2018-099

Councillor Courcelles

Councillor Saindon

BE IT RESOLVED that the consent agenda consisting of the following 14 items be adopted as circulated:

AMM/Interlake-Eastern Regional Health Authority - Personal Care Homes-Pharmacy RFP

CCCD - 2017 CD Annual Report

SRRCD - Watershed Moments

Ste. Anne Food Bank - February Minutes

Ste. Anne Hospital - Thank You and Grant Request

FCM - Various Documents

Service Canada - New Horizons for Seniors Program

AMM - Various Documents

Municipal Information Network - Perspectives: Cannabis and Your City Hall

RRBC - Annual Fish Dinner Request for Silent Auction Donations

Steinbachonline.com - Hanover Adding Dozens of Signs

CARM - 2018 Community Project Application Form

Services for Seniors - Thank You and Grant Request

Bethesda Regional Health Care Auxiliary – Disbanding

CARRIED

Ste. Anne Food Bank - Annual General Meeting

2018-100

Councillor Eros

Councillor Courcelles

BE IT RESOLVED that Council hereby authorizes all members of Council to attend the Ste. Anne Food Bank Annual General Meeting on May 10, 2018 with all associated costs to be paid.

CARRIED

UNFINISHED BUSINESS

Subdivision File #4175-17-7857 - Basement Depth Restrictions

2018-101

Councillor Eros

Councillor Saindon

WHEREAS Subdivision File #4175-17-7857 was conditionally approved by Resolution #2017-529;

BE IT RESOLVED that the following additional conditions of Subdivision File #4175-17-7857 approval be required:

1. That the following depth restrictions be imposed for foundations of all structures proposed to be placed or constructed on Proposed Lots as follows:
 - a. That the top of the foundation footing of any structure on Proposed Lots 1-4 be built no lower than 3 feet below prairie level;
 - b. That the top of the foundation footing of any structure on Proposed Lots 5-9 be built no lower than 2 feet below prairie level;
 - c. That should the developer or property owner wish to have this condition varied for any specific lot, an application must be made in writing to the CAO or an authorized Municipal Agent;
 - d. That the developer inform all potential purchasers of any of the proposed lots of the conditions described herein;
 - e. That the applicant receive confirmation from an authorized Municipal Agent that the foundation excavation has been done to the specifications described herein after the forming is complete and prior to proceeding with pouring the concrete for the foundation; and
 - f. That the municipality is not responsible for any damages caused by flooding or water damage;

BE IT FURTHER RESOLVED that the above additional conditions of Subdivision File #4175-17-7857 approval be attached to the Development Agreement required to be registered as a caveat under conditionally approving Resolution #2017-529 as Schedule "D" Pt. I.

CARRIED

Council recessed for 2 minutes at 6:58 pm.

HEARINGS

2018-102

Councillor Courcelles

Councillor Eros

BE IT RESOLVED that Council hereby recess this regular meeting and go into public hearings at 7:00 pm.
CARRIED

Conditional Use #01-18 - Group Home

At 7:04 pm, the Reeve called to order the Public Hearing for Conditional Use Order #01-18 to allow for a Group Home to operate in the existing 2-dwelling unit building on Pt. SW 20-7-7E, Lot 7 Plan 16623, in an area zoned Agriculture.

The CAO read the notice.

The applicant made a presentation in favour of the proposal.

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

Public Works Lead Hand Kevin Medeiros arrived at 7:04 pm.

Conditional Use #02-18 - Previously Used Mobile Home

At 7:16 pm, the Reeve called to order the Public Hearing for Conditional Use Order #02-18 to allow for a Previously Used Mobile Home to be moved onto Pt. SW 30-8-8E, Lot 14 Plan 13170, in an area zoned Rural Residential 5.

The CAO read the notice.

The applicants made a presentation in favour of the proposal.

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

Variation Order #04-18 - Group Home

At 7:37 pm, the Reeve called to order the Public Hearing for Variation Order #04-18 to vary the following minimum requirements to allow for a Group Home on Pt. SW 20-7-7E, Lot 7 Plan 16623, in an area zoned Agriculture:

1. Site area from 2 acres to approximately 1.36 acres; and
2. Front (west) yard setback from 125 feet to approx. 28 feet for the existing two dwelling unit building/proposed Group Home.

The CAO read the notice.

The applicant was not in attendance.

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

Variation Order #03-18 - Setbacks for Proposed House Addition/Garage

At 7:40 pm, the Reeve called to order the Public Hearing for Variation Order #03-18 to vary the front (east) yard setback requirement from 125 feet to approx. 103 feet for a proposed house addition and attached garage on Pt. SE 1-8-6E, Lot D Plan 38172, in an area zoned Rural Mixed.

The CAO read the notice.

The applicants were not in attendance.

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

Ward Boundary By-Law #01-18

At 7:41 pm, the Reeve called to order the Public Hearing for By-Law #01-2018, being a by-law to establish a ward system for the purpose of electing municipal councillors.

The CAO made a presentation regarding the proposed ward boundary changes.

2 members of the public were in attendance and made general inquiries.

The Reeve and Deputy Reeve presented the map showing the proposed changes and explained some of the rationale behind them.

No other members of the public were in attendance or made written submissions.

Hearing Decisions

2018-103

Councillor Reimer

Councillor Eros

BE IT RESOLVED that this meeting reconvene into regular session at 7:50 pm.

CARRIED

Conditional Use #01-18 - Group Home

2018-104

Councillor Reimer

Councillor Eros

WHEREAS a Public Hearing was held for Conditional Use Order #01-18 to allow for a Group Home to operate in the existing 2-dwelling unit building on Pt. SW 20-7-7E, Lot 7 Plan 16623, in an area zoned Agriculture;

BE IT RESOLVED that Conditional Use Order #01-18 be approved on the condition that the Group Home shall house a maximum of 2 clients, that security systems should be sufficient to properly address the use of the property and on all of the terms and conditions outlined in the Letter of Intent as submitted.

CARRIED

Conditional Use #02-18 - Previously Used Mobile Home

2018-105

Councillor Reimer

Councillor Saindon

WHEREAS a Public Hearing was held for Conditional Use Order #02-18 to allow for a Previously Used Mobile Home to be moved onto Pt. SW 30-8-8E, Lot 14 Plan 13170, in an area zoned Rural Residential 5;

BE IT RESOLVED that Conditional Use Order #02-18 be denied with the application fees to be refunded to the applicants.

CARRIED

Variation Order #04-18 - Group Home

2018-106

Councillor Reimer

Councillor Eros

WHEREAS a Public Hearing was held for Variation Order #04-18 to vary the following minimum requirements to allow for a Group Home on Pt. SW 20-7-7E, Lot 7 Plan 16623, in an area zoned Agriculture:

1. Site area from 2 acres to approximately 1.36 acres; and
2. Front (west) yard setback from 125 feet to approx. 28 feet for the existing two dwelling unit building/proposed Group Home;

BE IT RESOLVED that Variation Order #04-18 be approved.

CARRIED

Variation Order #03-18 - Setbacks for Proposed House Addition/Garage

2018-107

Councillor Reimer

Councillor Courcelles

WHEREAS a Public Hearing was held for Variation Order #03-18 to vary the front (east) yard setback requirement from 125 feet to approx. 103 feet for a proposed house addition and attached garage on Pt. SE 1-8-6E, Lot D Plan 38172, in an area zoned Rural Mixed;

BE IT RESOLVED that Variation Order #03-18 be approved.

CARRIED

Ward Boundary By-Law #01-18 - 2nd Reading

2018-108

Councillor Saindon

Councillor Reimer

BE IT RESOLVED that By-Law #01-2018, being a by-law to establish a ward system for the purpose of electing municipal councillors, be given second reading.

CARRIED

UNFINISHED BUSINESS (cont'd)

Text2Car - Fleet Tracking

Tabled until the March 14, 2018 meeting.

Municipal Safety Program

2018-109

Councillor Eros

Councillor Reimer

WHEREAS Resolution #505-15 authorized the Municipality to register with the Manitoba Heavy Construction Association WorkSafely SECOR Certification Process;

AND WHEREAS, through further training during the initial implementation of this program, it is of the opinion of the Public Works Lead Hand that this Certification is excessive for the scope of the Municipality's safety needs;

BE IT RESOLVED that Council authorizes the Public Works Lead Hand to develop a non-SECOR Safety Program which meets the Municipality's safety requirements.

CARRIED

Road 47N (Rd 40 to 41E) - LIDAR for Both Drains

Received as information.

Public Works Shop - Structural Engineer's Report

Tabled to 2019 budget discussions.

Public Works Lead Hand Kevin Medeiros left the meeting at 8:27 pm.

Brushing and Clearing Trees Quotations

2018-110

Councillor Eros

Councillor Courcelles

BE IT RESOLVED that Council hereby accepts a quotation submitted by Don Vincent dated February 20, 2018 for brushing and clearing trees in various locations in the Municipality and authorizes all works to be completed and costs to be paid as per quotation.

CARRIED

MI - Memorandum of Understanding

Received as information.

Subdivision File #4175-17-7834 - Agreement with RM re: Shared Driveway

2018-111

Councillor Saindon

Councillor Courcelles

WHEREAS Subdivision File #4175-17-7834 was conditionally approved with Resolution #2017-335;

AND WHEREAS Resolution #2018-021 required in part that the concept plan be revised converting the portion of the proposed public road which accesses Lots 16, 17 & 18 to a shared driveway, with a Right-of-Way Agreement to be entered into for the use & maintenance of the same;

AND WHEREAS Steinbach Community and Regional Planning has informed the Municipality that The Property Registry cannot register a Shared Driveway Agreement over a portion of public road;

BE IT RESOLVED that instead of a Shared Driveway Agreement, an Agreement be entered into between the Municipality and Lots 16, 17 and 18 for the use & maintenance of the portion of public road which accesses all 3 lots, the same to be registered as a caveat on all subject titles;

BE IT FURTHER RESOLVED that the above additional conditions of Subdivision File #4175-17-7834 approval be attached to the Development Agreement required to be registered as a caveat under conditionally approving Resolution #2017-335 as Schedule "D" Pt. III.

CARRIED

PW Committee Meeting Authorization

2018-112

Councillor Eros

Councillor Reimer

BE IT RESOLVED that Council hereby authorizes Renald Courcelles and Paul Saindon to have attended a Transportation Services Committee meeting on January 25, 2018 with all associated costs to be paid.

CARRIED

NEW BUSINESS

Insulation & Poly Inspections for Detached Garages/Sheds

Received as information.

Subdivision File #4175-17-7966 - Oakview Turkey/Sandy Ridge Farms

2018-113

Councillor Saindon

Councillor Eros

WHEREAS Council has reviewed the Subdivision File #4175-17-7966 Report to Council proposing to subdivide 2 adjacent parcels, a 46.86 acre parcel of land held under CT #2867560 and a 50.74 acre parcel held under CT #1515176, in order to realign the property boundary between 2 existing poultry operations (agricultural-use) in an area zoned Pt. Rural Mixed & Pt. Rural Mixed/Agriculture;

BE IT RESOLVED that Subdivision File #4175-17-7966 be approved on the following conditions:

1. That the applicant obtain a Legal Plan as prescribed by the Community and Regional Planning Branch and prepared by a Manitoba Land Surveyor; and
2. That the applicant obtain any necessary variations.

CARRIED

Climate Change Conferences

2018-114

Councillor Eros

Councillor Saindon

BE IT RESOLVED that Council hereby authorizes all members of Council and CAO to attend a Climate Change Conference hosted by Eco-West in Brandon on March 21, 2018 with all associated costs to be paid.

CARRIED

Richer Community Club - Dawson Trail Park Advertising Opportunity

2018-115

Councillor Courcelles

Councillor Saindon

BE IT RESOLVED that Council hereby supports the Richer Community Club by sponsoring their Dawson Trail Park Advertising campaign with a 2-year agreement in the total amount of \$800.00 and the signage only to be printed once the new brand and logo have been implemented.

CARRIED

RRBC - South Chapter AGM

Received as information.

SRRCD/ATLIS Geomatics - LIDAR Sharing

2018-116

Councillor Eros

Councillor Courcelles

WHEREAS the Municipality acquired Archive LIDAR and Orthophoto data from ATLIS Geomatics in 2017 under an End User License Agreement and as authorized under Resolution #2017-358;

AND WHEREAS the Seine-Rat River Conservation District has requested that the Municipality share this data with their organization for watershed management projects in the RM of Ste. Anne and surrounding areas;

BE IT RESOLVED that the Municipality agrees to share LIDAR and Orthophoto data with the SRRCD at no cost to their organization on the condition that an agreement be entered into outlining all of the same terms and conditions of use of this data as the End User License Agreement with ATLIS Geomatics.

CARRIED

2018 Board of Revision Date

2018-117

Councillor Courcelles

Councillor Saindon

BE IT RESOLVED that the 2018 Board of Revision be held on November 14, 2018 at 4:00 pm;

BE IT FURTHER RESOLVED that all Council members be appointed to the Board of Revision and the CAO appointed Secretary of the Board.

CARRIED

Municipal Weed Inspector - Appointment and Information

2018-118

Councillor Courcelles

Councillor Saindon

BE IT RESOLVED that PW Lead Hand Kevin Medeiros be appointed the Municipal Weed Inspector for 2018.

CARRIED

By-Laws - None.

Public Works Report

Received as information.

Committee Reports – None.

Notice of Motion / Petition - None.

IN CAMERA

2018-119

Councillor Courcelles

Councillor Eros

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

CARRIED

Out of Camera

2018-120

Councillor Saindon

Councillor Eros

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

By-Law Enforcement Report

2018-121

Councillor Eros

Councillor Courcelles

BE IT RESOLVED that the detailed February 22, 2018 by-law enforcement report be accepted as submitted by By-Law Enforcement Officer David Buck and the CAO be authorized to provide Council's instructions to the By-Law Enforcement Officer based on Council discussions.

CARRIED

Keith Taylor Realty - 3 Lots in Richer for Sale

2018-122

Councillor Saindon

Councillor Courcelles

WHEREAS Subdivision File #4175-15-7576 created 3 lots (among others) located near the centre of the LUD of Richer;

AND WHEREAS Council would like to secure these lots for the Municipality in order to consider the possibility of installing an alternative wastewater management system at that location;

BE IT RESOLVED that Reeve Art Bergmann be authorized to negotiate the purchase of Lots 1, 2 & 3 Plan 62307 for the purposes described above with all associated costs for these activities to be paid.

CARRIED

Casual Grader Operator

2018-123

Councillor Eros

Councillor Saindon

BE IT RESOLVED that the Transportation Services Committee members, in consultation with the Personnel Committee and Public Works Lead Hand, be hereby authorized to hire a Casual Grader Operator to be on duty as requested by the Public Works Manager;

BE IT FURTHER RESOLVED that Administration be instructed to make all of the necessary arrangements to have all of the agreements executed and arrangements made for the casual Grader Operator's employment.

CARRIED

ADJOURNMENT

2018-124

Councillor Courcelles

Councillor Eros

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

CARRIED

NEXT MEETING(s)

Day Council Meeting

Evening Council Meeting

March 14, 2018 @ 9:00 am

March 28, 2018 @ 6:30 pm

Art Bergmarth
Reeve
RM of Ste. Anne

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