



# STE. ANNE MUNICIPALITY

## Rural Municipality of Ste. Anne

Meeting Agenda

November 7, 2018 - Regular Meeting of Council - 9:00 am

1. CALL TO ORDER

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2. ADOPTION OF AGENDA

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3. ADOPTION OF MINUTES
  - 3.1 Council Conflict of Interest

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4. FINANCE
  - 4.1 Cheque Listing

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5. HEARINGS - NONE.

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6. DELEGATIONS - NONE.

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7. CONSENT AGENDA
  - 7.1 Disabilities Issues Office - Accessibility Standard for Customer Service
  - 7.2 CCCD - Various Matters
  - 7.3 MGRA - Newsletter & Life Member Nominations
  - 7.4 FCM - Various Matters
  - 7.5 Southern Health - Emergency Department Changes
  - 7.6 MMSM - Packaging & Printed Paper Program Plan
  - 7.7 Richer Friends Who Care & Accueil Kateri Centre - Christmas Basket Grant Request
  - 7.8 SRSD - 2019/2020 Budget Consultations
  - 7.9 AMM - Various Matters
  - 7.10 RM of Morris Reeve Ralph Groening - AMM Presidency Campaign
  - 7.11 MB Veterinary Service Commission - AMM Meetings
  - 7.12 MB EMO - 2018 Community Emergency Preparedness Award
  - 7.13 MMTP - Draft Environmental Protection & Management Plan
  - 7.14 Community Futures Triple R - Employment Opportunity
  - 7.15 All-Net - Municipal Solutions
  - 7.16 RRBC - Various Matters
  - 7.17 AMBM - 2017-2018 Annual Report
  - 7.18 RRBC - Christmas Gala

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8. UNFINISHED BUSINESS
  - 8.1 AMM - Guide for Municipalities on 1/3 Tax Exemption
  - 8.2 AMM - Annual Convention Registration & New Members Guide
  - 8.3 Stantec Consulting - Bridge Inspection Proposal
  - 8.4 Way To Go Consulting - Orientation Session
  - 8.5 Municipalities of Tache/Ste. Anne PW Depts. - Road 48N Project
  - 8.6 Caisse Financial Group - Signing Authority Resolution - Reeve & Deputy Reeve

8.7 Richer Fire Department - Capital Expenditure Not Included in 2018 Financial Plan - Jaws of Life

8.8 Giroux UFM Cooperative - Giroux Hall Winter Maint. & Utilities

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**9. NEW BUSINESS**

9.1 Permits

9.1.1 Permit Report to Council - October 2018

9.2 Conservation District Appointments

9.2.1 Standing Committee Appointments

9.3 RM of Hanover - Festive Meet & Greet

9.4 2018 Grants

9.5 Ste. Adolphe Hawks - Sponsorship Requests

9.6 STARS - Municipal Appreciation Event

9.7 The Royal Canadian Legion - Remembrance Day Ceremony Discontinuation

9.8 Subdivision File #4175-18-8070 - Pot/ St. Vincent

9.9 Town of Ste. Anne - Christmas Dinner Meeting

9.10 TAXervice - Tax Sale Cancellation

9.11 St. Raymond Road Drainage Clean-Out Approval

9.12 RM of Tache - Subdivision File #4175-18-8075 - Edel

9.13 RM of Tache - Subdivision File #4194-18-8079 - McMaster

9.14 November & December 2018 Council Schedule

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**10. BY-LAWS**

10.1 Organizational By-Law

10.2 Procedural By-Law

10.3 Council Indemnity By-Law

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**11. PUBLIC WORKS REPORT**

**12. COMMITTEE REPORTS - NONE.**

**13. NOTICE OF MOTION / PETITION - NONE.**

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**14. IN CAMERA**

14.1 In Camera

14.2 Out of Camera

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**15. ADJOURNMENT**

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# STE. ANNE MUNICIPALITY

## **Regular Meeting Minutes November 7, 2018 - 9:00 am**

Regular Meeting of Council held in Council Chambers of the Rural Municipality of Ste. Anne, 395 Traverse Road, on November 7, 2018.

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

All members of Council made and filed an oath of office with the Chief Administrative Officer in the form approved by the Minister.

### **ADOPTION OF AGENDA**

2018-530

Councillor Eros

Councillor Wery

BE IT RESOLVED that the agenda for the regular meeting of November 7, 2018 be adopted as circulated and amended.

**CARRIED**

### **ADOPTION OF MINUTES**

2018-531

Councillor Eros

Councillor Reimer

BE IT RESOLVED that the minutes of the regular meeting held on October 17, 2018 be adopted as circulated.

**CARRIED**

### **Council Conflict of Interest Presentation**

Received as information.

### **FINANCE**

#### **Cheque Listing**

2018-532

Reeve Saindon

Councillor Ingles

BE IT RESOLVED that the following cheques numbered 20181235 – 20181315 (inclusive) in the amount of \$223,208.11 be approved for payment.

**CARRIED**

**HEARINGS - None.**

**DELEGATIONS - None.**

**CONSENT AGENDA**

2018-533

Councillor Wery

Councillor Eros

BE IT RESOLVED that the consent agenda consisting of the following 17 items be adopted as circulated:

Disabilities Issues Office - Accessibility Standard for Customer Service

CCCD - Various Matters

MGRA - Newsletter & Life Member Nominations

FCM - Various Matters

Southern Health - Emergency Department Changes

MMSM - Packaging & Printed Paper Program Plan

Richer Friends Who Care & Accueil Kateri Centre - Christmas Basket Grant Request

SRSD - 2019/2020 Budget Consultations

AMM - Various Matters

RM of Morris Reeve Ralph Groening - AMM Presidency Campaign

MB Veterinary Service Commission - AMM Meetings

MB EMO - 2018 Community Emergency Preparedness Award

MMTP - Draft Environmental Protection & Management Plan

Community Futures Triple R - Employment Opportunity

All-Net - Municipal Solutions

RRBC - Various Matters

AMBM - 2017-2018 Annual Report

**CARRIED**

**RRBC - Christmas Gala**

2018-534

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED that Council authorizes all members of Council to attend the RRBC Christmas Gala in Morris on December 6, 2018 with all associated costs to be paid.

**CARRIED**

**UNFINISHED BUSINESS**

**AMM - Guide for Municipalities on 1/3 Tax Exemption**

Tabled to Council Indemnity By-Law Review.

**AMM - Annual Convention Registration & New Members Guide**

Received as information.

**Stantec Consulting - Bridge Inspection Proposal**

2018-535

Councillor Reimer

Councillor Sarrasin

BE IT RESOLVED that Council accepts the proposal as submitted by Stantec Consulting Ltd., File 113799000, for a detailed visual inspection of Owens Road Bridge and authorizes all works to be completed and costs to be paid as per proposal.

**CARRIED**

**Way To Go Consulting - Orientation Session**

Received as information.

**Municipalities of Tache/Ste. Anne PW Depts. - Road 48N Project**

2018-536

Councillor Eros

Councillor Normandeau

WHEREAS the Municipalities of Tache and Ste. Anne provided in their 2018 Financial Plans for the completion of an inter-municipal road and drainage project being the reconstruction of 2 miles of Road 48N from PTH12 to Road 38E where tenders were received with the awarding of the same to Fast Brothers for a total cost of \$191,800.00;

AND WHEREAS the awarded tender came in significantly lower than the originally projected costs and both Public Works Departments are recommending an extension to the original scope of work to also include the road allowance between Highway 1 and PTH12 for which Fast Brothers has provided a quotation for the total cost of \$23,600.00 plus applicable taxes;

BE IT RESOLVED that Council accepts this quotation from Fast Brothers dated October 9, 2018 and authorizes all associated costs to be paid and necessary works to be completed under the supervision of the RM of Tache Public Works Department.

**CARRIED**

**Caisse Financial Group - Signing Authority Resolution - Reeve & Deputy Reeve**

2018-537

Councillor Wery

Councillor Normandeau

WHEREAS Section 134(1) of *The Municipal Act* states that agreements and cheques and other negotiable instruments and agreements must be signed or authorized by the Head of Council or any other person authorized by Council and a Designated Officer;

AND WHEREAS the Municipal Organizational By-Law clearly designates signing authority to the Reeve, or Deputy Reeve in their absence, as well as the CAO, or Assistant CAO in their absence;

AND WHEREAS Caisse Financial Group policies fail to recognize the authority of Provincial and Municipal laws and by-laws and require a resolution designating signing authority for the Municipality;

BE IT RESOLVED that Reeve Paul Saindon, or Deputy Reeve Randy Eros in the Reeve's absence, and CAO Jennifer Blatz, or Assistant CAO Nadine Vielfaure in the CAO's absence, have signing authority on all documents requiring signature for Caisse Financial Group account activities and that any other previous Council members having the same authority shall be removed from having the same.

**CARRIED**

**Richer Fire Department - Capital Expenditure Not Included in 2018 Financial Plan – Richer Fire Department Vehicle Extrication Equipment**

2018-538

Councillor Sarrasin

Councillor Normandeau

WHEREAS the Richer Fire Department has made a request to Ste. Anne Municipality in November 2018 for capital funding in the maximum amount of \$50,000 for the purchase of new vehicle extrication equipment as the current equipment is nearing the end of its operational expectancy;

BE IT RESOLVED that, in consideration of this maximum \$50,000 capital expenditure for vehicle extrication equipment, Administration be instructed to schedule a Public Hearing in accordance with *The Municipal Act* requirements.

**CARRIED**

**Giroux UFM Cooperative - Giroux Hall Winter Maintenance & Utilities**

2018-539

Councillor Sarrasin

Councillor Wery

WHEREAS Ste. Anne Municipality and the Giroux UFM Cooperative share utilities and services on Lots 1 to 3 Plan 29299 which run from the Giroux Community Hall to the Giroux Fire Hall and skating rink/warm-up shelter, both of the latter which are owned by the Municipality;

AND WHEREAS the Giroux UFM Cooperative is in the process of selling their Hall and is shutting down services to its building to reduce unnecessary expenses, compromising the services they share with the Municipality;

BE IT RESOLVED that the Municipality authorizes the payment of these necessary utilities and services during the sale of the Giroux hall to a maximum of 6 months at which point this arrangement will be re-evaluated.

**CARRIED**

Council recessed for 18 minutes at 10:02 am.

**NEW BUSINESS**

**Permit Report to Council - October 2018**

Received as information.

**Conservation District Appointments**

2018-540

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED that the following members of Council and Municipal Representatives be appointed to the Conservation Districts with which the Municipality has membership:

**Seine Rat River Conservation District:**

Sub-District 7, Manning Canal – Councillor Jake Reimer

Sub-District 8, Upper Seine River – Councillor Randy Eros

Sub-District 9, Lower Seine River – Councillor Robert Sarrasin

Municipal Representatives – Averil Griffith and Richard Hay

**Cooks Creek Conservation District:**

Councillor Brent Wery

Municipal Representative John Lenton

**CARRIED**

**Standing Committee Appointments**

2018-541

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED that the following members of Council be appointed to established Standing Committees:

**Personnel and Policy Committee:**

Councillor Sarah Normandeau

Councillor Robert Sarrasin

Councillor Randy Eros

**Protection Services Committee:**

Reeve Paul Saindon

Councillor Sarah Normandeau

Councillor Brent Wery

Councillor Randy Eros

**Transportation Services Committee:**

Reeve Paul Saindon

Councillor Jake Reimer

Councillor Brent Wery

Councillor Brad Ingles

**Environmental Services Committee:**

Councillor Brent Wery

Councillor Brad Ingles

Councillor Robert Sarrasin

Councillor Randy Eros

**Recreation and Culture Services Committee:**

Reeve Paul Saindon

Councillor Brent Wery

Councillor Robert Sarrasin

**CARRIED**

**RM of Hanover - Festive Meet & Greet**

Received as information.

**2018 Grants**

2018-542

Councillor Wery

Councillor Normandeau

BE IT RESOLVED that the following grants be awarded to community organizations:

Giroux UFM Cooperative

Grant-in-Lieu of 2018 Taxes

Phillip's Magical Paradise

Grant-in-Lieu of 2018 Taxes

**CARRIED**

**St Adolphe Hawks - Sponsorship Requests**

2018-543

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED that the Municipality provide an annual \$250.00 sponsorship to local hockey teams upon request and at the discretion of the CAO on the condition that at least one player on the team resides in Ste. Anne Municipality.

**CARRIED**

**STARS - Municipal Appreciation Event**

2018-544

Councillor Eros

Councillor Wery

BE IT RESOLVED that Council authorizes all members of Council and the CAO to attend a STARS Municipal Appreciation Event in Winnipeg on November 15, 2018 with all associated costs to be paid.

**CARRIED**

**The Royal Canadian Legion - Remembrance Day Ceremony Discontinuation**

Received as information.

**Subdivision File #4175-18-8070 - Pott/St. Vincent**

2018-545

Councillor Eros

Councillor Wery

WHEREAS Subdivision File #4175-18-8070 proposes to consolidate a 0.64 acre portion of land held under CT #1290115 with an existing 1.60 acre parcel held under CT #2844164 to create 2.24 and 9.36 acre parcels on NE 31-8-7E, Lot 1 Plan 20200, in an area zoned Agriculture;

BE IT RESOLVED that Subdivision File #4175-18-8070 be approved on the following conditions:

1. That the applicant obtain a Legal Plan and Building Location Certificate prepared by a Manitoba Land Surveyor; and
2. That the applicant obtain any necessary variations.

**CARRIED**

**Town of Ste. Anne - Christmas Dinner Meeting**

2018-546

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED that Council authorizes all members of Council, the CAO and PW Lead Hand to attend an inter-municipal dinner meeting with Town of Ste. Anne delegates at their Council Chambers on December 3, 2018 with all associated costs to be paid.

**CARRIED**

Council recessed for 3 minutes at 11:32 am.

**TAXervice - Tax Sale Cancellation**

Received as information.

**St. Raymond Road Drainage Clean-Out Approval**

2018-547

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED that Council accepts Invoice #2522 as submitted by Don Vincent Backhoe and Excavation for drainage works completed on St. Raymond Road on September 28, 2018 and authorizes all works to have been completed and costs to be paid as per invoice.

**CARRIED**

**RM of Tache - Subdivision File #4175-18-8075 - Edel**

CAO to respond.

**RM of Tache - Subdivision File #4194-18-8079 - McMaster**

CAO to respond.

**November & December 2018 Council Schedule**

Received as information.

Council recessed from 11:57 am to 1:00 pm.

**BY-LAWS**

**Organizational By-Law**

2018-548

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that By-Law #07-2018, being a by-law to establish an organizational structure for the Municipality, be given first reading.

**CARRIED**

**Procedural By-Law**

CAO to draft new by-law.

**Council Indemnity By-Law**

2018-549

Councillor Eros

Councillor Normandeau

BE IT RESOLVED that the Reeve receive a monthly road commissioner fee in the amount of \$294.00 until following the review of the current Council Indemnity By-Law.

**CARRIED**

**PUBLIC WORKS REPORT**

Received as information.

**COMMITTEE REPORTS - None.**

**NOTICE OF MOTION / PETITION - None.**

Council recessed for 6 minutes at 2:03 pm.



**In Camera**

2018-550

Councillor Wery

Councillor Sarrasin

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

**CARRIED**

Reeve Paul Saindon and Councillor Brent Wery declared an interest in Item 14.5 of the agenda and left Council Chambers for the duration of discussions surrounding this matter at 2:00 pm.

Deputy Reeve Randy Eros took the chair.

Reeve Paul Saindon and Councillor Brent Wery returned to Council Chambers at 2:10 pm.

**Out of Camera**

2018-551

Councillor Sarrasin

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**

**By-Law Enforcement File #2018-36**

2018-552

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that a fine in the amount of \$50.00 be issued to the owners of SW 5-7-7E, Lot 1 Block 1 Plan 52781, for neglecting to obey or comply with an order made by the designated officer under By-Law #01-2012, being a by-law establishing regulations for the control of dogs and other animals.

**CARRIED**

**Fire Call Reports**

Received as information.

Reeve Paul Saindon and Councillor Brent Wery declared an interest in the following matter and left Council Chambers at 2:23 pm.

Deputy Reeve Randy Eros took the chair.

**Fire Chief Position**

2018-553

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED that Edward Belisle be appointed as Fire Chief for the Richer Fire Department, effective immediately.

**CARRIED**

Reeve Paul Saindon and Councillor Brent Wery returned to Council Chambers at 2:25 pm.

**Adjournment**

2018-554

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED that this regular meeting be adjourned at 2:25 pm.

**CARRIED**

**NEXT MEETING(s)**

Evening Council Meeting

Orientation Meeting

Day Council Meeting

November 21, 2018 @ 6:30 pm

December 4, 2018 @ 9:00 am

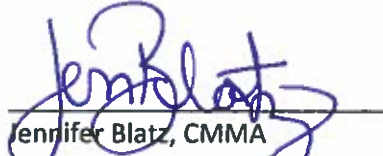
December 12, 2018 @ 9:00 am



Paul Saindon

Reeve

RM of Ste. Anne



Jennifer Blatz, CMMA

Chief Administrative Officer

RM of Ste. Anne