



# STE. ANNE MUNICIPALITY

## Rural Municipality of Ste. Anne

Meeting Agenda

October 23, 2019 - Regular Meeting of Council - 06:00 PM

1. CALL TO ORDER 6:00 PM
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
4. FINANCE
  - 4.1 Cheque Listing
5. HEARINGS - NONE.
6. DELEGATION(S)
  - 6.1 6:15 PM - Larry Tetrault re: Subdivision File #4175-18-7984 - Development Agreement
7. MUNICIPAL DELEGATE REPORTS
  - 7.1 19-10-10 - RCMP Meet and Greet - Reeve Paul Saindon
  - 7.2 19-10-17 - Town of Ste. Anne Development Plan Open House - Deputy Reeve Randy Eros
8. UNFINISHED BUSINESS
  - 8.1 Manitoba 150 Celebrations - Letter of Support
  - 8.2 2020 Council Meeting Schedule
  - 8.3 Way to Go Consulting - Strategic Planning Facilitation - November 7 and 8, 2019
  - 8.4 Pier Solutions - Owens Road Bridge Repairs
  - 8.5 Municipal Emergency Plan and Functional EOC Exercise on October 29, 2019
  - 8.6 RM of La Broquerie - Fire Agreement Renewal
  - 8.7 \*\*\*Steinbach Building Inspector - Solar Panel Installation
9. NEW BUSINESS
  - 9.1 Authorized Attendance
    - 9.1.1 Manitoba 150 Celebrations - Organizational Meetings
    - 9.1.2 Annual Convention Authorizations
      - 9.1.2.1 MB Sustainable Development - Watershed District Regulation Review Sessions
    - 9.1.3 RM of Hanover - Meet and Mingle Invitation
  - 9.2 Appointment of Auditor
  - 9.3 2019 Board of Revision
  - 9.4 Annual Statement of Assets and Interests
  - 9.5 AMM - Province Streamlines Approach to Drainage

- 9.6 Richer Fire Hall - Roof Repair Authorization
- 9.7 SRRCD - Free Well Water Testing - November 7, 2019
- 9.8 Petition to Relocate Steinbach Game and Fish Gun Range Inc. - Pt. SW 4-7-7E

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- 10. PLANNING & DEVELOPMENT**
- 10.1 Permits
- 10.1.1 Permit #98-19 - Temporary Sea Can
- 10.1.2 Permit #103-19 - Home Occupation
- 10.2 RM of Hanover - Notice of Zoning By-Law Amendment - By-Law No. 2464-19
- 10.3 Subdivision File #4175-19-8181 - Vincent
- 10.4 Subdivision File #4175-19-8207 - Hanbidge

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- 11. BY-LAWS**
- 11.1 By-Law #13-2019 - RFD/GFD Conditions and Remuneration - Repeal By-Law #02-2017
- 11.2 By-Law #11-2019 - Prevention and Control of Fires

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- 12. DEPARTMENT MANAGER REPORTS**
- 12.1 Fire Department Reports

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- 13. COMMITTEE REPORTS & MINUTES**
- 13.1 19-10-02 - LUD of Richer Committee Meeting Minutes
- 13.2 19-10-08 - Protection Committee Meeting Minutes
- 13.3 \*\*\*19-10-22 - Personnel Committee Meeting Minutes

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- 14. NOTICE OF MOTION / PETITIONS**
- 14.1 Notice of Motion - Resolution #'s 2018-497 and 2019-237

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- 15. CONSENT AGENDA**
- 15.1 Richer Community Club and Richer Fire Department - Annual Halloween Social
- 15.2 Dawson Trail Arts and Heritage Tour - Various Matters
- 15.3 Steinbachonline.com - Rural Municipalities Uniting over Endangered Orchids Issue
- 15.4 Eastman Tourism - News Bulletin
- 15.5 Deputy Minister of MB Municipal Relations - AMM Convention Meetings
- 15.6 STARS - Thank You
- 15.7 RRBC - 2019 Support Grant
- 15.8 CDEM - Investment Package
- 15.9 Ste. Anne Hospital Helipad Project - Thank you
- 15.10 MB Agricultural Services Corporation - Farmland School Tax Rebate
- 15.11 AMM - Various Matters
- 15.12 MGRA - Newsletter
- 15.13 FCM - Various Matters
- 15.14 Steinbachonline.com - Conservation Districts Expect Wet Fall Weather is the New Norm
- 15.15 CCCD - Various Minutes and Reports
- 15.16 RRBC - LIDAR for the Red River Basin
- 15.17 SRRCD - Farmers' Innovation Grant
- 15.18 MEMO - Weather Notification for Southern Manitoba

- 15.19 MB 150 - Poster
- 15.20 EJHS - Dawson Trail Museum - 2019 Christmas Hampers
- 15.21 SRSD - 2020-2021 Budget Consultation Evening

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- 16. IN CAMERA - 8:00 PM
- 16.1 Out of Camera

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- 17. ADJOURNMENT

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# STE. ANNE MUNICIPALITY

## Regular Council Meeting Minutes October 23, 2019 - 06:00 PM

Regular Meeting of Council held in Council Chambers of the Rural Municipality of Ste. Anne, 395 Traverse Road, on October 23, 2019.

Reeve Paul Saindon called the meeting to order at 6:00 pm 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.

### ADOPTION OF AGENDA

2019-434

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED that the agenda for the regular meeting of October 23, 2019 be adopted as circulated and amended.

**CARRIED**

### ADOPTION OF MINUTES

2019-435

Councillor Reimer

Councillor Normandeau

BE IT RESOLVED that the minutes of the regular meeting held on October 9, 2019 be adopted as circulated.

**CARRIED**

### FINANCE

#### Cheque Listing

2019-436

Councillor Wery

Councillor Eros

BE IT RESOLVED that the following cheques numbered 20191243 – 20191301 (inclusive) in the amount of \$212,256.11 be approved for payment.

**CARRIED**

**HEARINGS - None.**

### MUNICIPAL DELEGATE REPORTS

19-10-10 - RCMP Meet and Greet - Reeve Paul Saindon

19-10-17 - Town of Ste. Anne Development Plan Open House - Deputy Reeve Randy Eros

**UNFINISHED BUSINESS**

**Manitoba 150 Celebrations - Letter of Support**

2019-437

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED that in an effort to indicate Municipal support for organizations hosting celebrations in recognition of Manitoba 150, Council authorizes Administration to write letters of support to be included in these organizations' applications for funding as requested;

BE IT FURTHER RESOLVED that any applications for Municipal grants for the above efforts be referred to 2020 budgetary discussions.

**CARRIED**

**2020 Council Meeting Schedule**

2019-438

Councillor Ingles

Councillor Wery

BE IT RESOLVED that the 2020 Council meeting schedule be adopted as presented and amended.

**CARRIED**

**Way to Go Consulting - Strategic Planning Facilitation - November 7 and 8, 2019**

Received as information.

**Pier Solutions - Owens Road Bridge Repairs**

Referred to 2020 Financial Plan discussions.

**Municipal Emergency Plan and Functional EOC Exercise on October 29, 2019**

Moved to In Camera.

**RM of La Broquerie - Fire Agreement Renewal**

2019-439

Councillor Eros

Councillor Normandeau

BE IT RESOLVED that, as recommended by Protection Committee Resolution #PC-2019-19, the Inter-Municipal RM of La Broquerie Fire Agreement be renewed as amended.

**CARRIED**

**DELEGATION(S)**

**6:15 PM - Laurent Tetrault re: Subdivision File #4175-18-7984 - Development Agreement**

At 6:14 pm Developer Laurent Tetrault attended the meeting to address concerns with Council regarding conditions of Subdivision File #4175-18-7984 approval and the pending Development Plan Review.

**Steinbach Building Inspector - Solar Panel Installation**

Received as information.

**NEW BUSINESS**

**Manitoba 150 Celebrations - Organizational Meetings**

2019-440

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that Recreation Committee members be authorized to attend meetings held by organizations within the RM of Ste. Anne to organize celebrations in recognition of Manitoba 150 with all associated costs to be paid.

**CARRIED**

**Annual Convention Authorizations**

2019-441

Councillor Ingles  
Councillor Sarrasin

BE IT RESOLVED that the following delegates be authorized to attend the following 2020 conferences and conventions with all associated costs to be paid as per Municipal policies:

<b>Conference or Convention:</b>	<b>Delegates:</b>
AMM Municipal Officials Seminar and Trade Show	Transportation Committee Members
MB Planning Conference	All Council Members
CAMA Conference	CAO Jennifer Blatz

BE IT FURTHER RESOLVED that the Reeve be authorized to attend all of the above 2020 Council-related conferences or conventions.

**CARRIED**

**MB Sustainable Development - Watershed District Regulation Review Sessions**

2019-442

Councillor Wery  
Councillor Normandeau

BE IT RESOLVED that Councillors Randy Eros and Robert Sarrasin be authorized to attend a Watershed Districts Regulation and Watershed Management Regulation Session hosted by MB Sustainable Development on October 29, 2019 in Winnipeg with all associated costs to be paid.

**CARRIED**

**RM of Hanover - Meet and Mingle Invitation**

Received as information.

**Appointment of Auditor**

2019-443

Councillor Wery  
Councillor Normandeau

BE IT RESOLVED that Council hereby appoints BDO Canada LLP as Auditor for the year 2019.

**CARRIED**

**2019 Board of Revision**

2019-444

Councillor Ingles  
Councillor Eros

BE IT RESOLVED that the 2019 Board of Revision be held on December 11, 2019 at 1:00 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**

**Annual Statement of Assets and Interests**

Received as information.

**AMM - Province Streamlines Approach to Drainage**

Received as information.

**Richer Fire Hall - Roof Repair Authorization**

2019-445

Councillor Sarrasin  
Councillor Ingles

BE IT RESOLVED that Council authorizes the necessary repairs to be done to the Richer Fire Hall roof with all works to be completed and costs to be paid.

**CARRIED**

**SRRCD - Free Well Water Testing - November 7, 2019**

Received as information.

**Petition to Relocate Steinbach Game and Fish Gun Range Inc. - Pt. SW 4-7-7E**

2019-446

Councillor Wery

Councillor Ingles

WHEREAS the Municipality has received a petition impelling Council to relocate Steinbach Game and Fish Gun Range Inc. from Pt. SW 4-7-7E, Lot 1 Plan 16628, to another location;

AND WHEREAS the above described petition does not fall under any of the parameters which obligate the Municipality to administer the document in accordance with Division 3 - Petitions and Public Hearings under *The Municipal Act*;

AND WHEREAS the Municipality and Council also do not have the jurisdiction to carry out the request as described in the submitted petition;

BE IT RESOLVED that Council receives the above described petition as information and takes no further action regarding this matter;

BE IT FURTHER RESOLVED that land-use policies pertaining to the establishment of new gun ranges and like uses be considered during future zoning by-law amendment discussions.

**CARRIED**

**PLANNING & DEVELOPMENT**

**Permit #98-19 - Temporary Sea Can**

2019-447

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED that temporary Permit #98-19 be approved as presented to Council on the condition that a Development Agreement be entered into between the Developer and the Municipality addressing the private access to the subject property from an undeveloped road allowance, among other development-related concerns.

**CARRIED**

**Permit #103-19 - Home Occupation**

2019-448

Councillor Wery

Councillor Ingles

BE IT RESOLVED that Permit #103-19 be approved as presented to Council.

**CARRIED**

**RM of Hanover - Notice of Zoning By-Law Amendment - By-Law No. 2464-19**

Received as information.

**Subdivision File #4175-19-8181 - Vincent**

2019-449

Councillor Wery

Councillor Eros

WHEREAS Council has reviewed the Subdivision File #4175-19-8181 Report to Council proposing to create two additional approx. 5 acre hobby farm lots from the current approx. 70 acres lot held under CT #2002652 on SE 35-8-7E in an area zoned Rural Mixed;

BE IT RESOLVED that Subdivision File #4175-19-8181 be approved on the following conditions:

1. That the applicant obtain a Legal Plan prepared by a Manitoba Land Surveyor;
2. That the applicant obtain any necessary variations; and
3. That a contribution fee of \$1,500.00 per parcel created be required.

**CARRIED**

**Subdivision File #4175-19-8207 - Hanbidge**

2019-450

Councillor Wery

Councillor Sarrasin

WHEREAS Council has reviewed the Subdivision File #4175-19-8207 Report to Council proposing to create two additional approx. 5 acre hobby farm lots from the current approx. 70 acres lot held under CT #3016014 on NW 28-8-7E in an area zoned Rural Mixed;

BE IT RESOLVED that Subdivision File #4175-19-8207 be approved on the following conditions:

1. That the applicant obtain a Legal Plan and a Building Location Certificate prepared by a Manitoba Land Surveyor;
2. That the applicant obtain any necessary variations; and
3. That a contribution fee of \$1,500.00 per parcel created be required.

**CARRIED**

**BY-LAWS**

**By-Law #13-2019 - RFD/GFD Conditions and Remuneration - Repeal By-Law #02-2017**

2019-451

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED that By-Law #13-2019, being a by-law to repeal By-Law #02-2017, be given first reading.

**CARRIED**

**By-Law #11-2019 - Prevention and Control of Fires**

2019-452

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that By-Law #11-2019, being a by-law for the prevention and control of fires, be given first reading.

**CARRIED**

**DEPARTMENT MANAGER REPORTS**

**Fire Department Reports**

Received as information.

**COMMITTEE REPORTS & MINUTES**

**19-10-02 - LUD of Richer Committee Meeting Minutes**

2019-453

Councillor Ingles

Councillor Reimer

BE IT RESOLVED that the LUD of Richer Committee meeting minutes of October 2, 2019 be adopted as circulated;

BE IT FURTHER RESOLVED that Council approve the Committee's recommendations as outlined in their following Resolutions as amended:

- #'s 108 and 110-19 regarding the September 30, 2019 Financial Statements and Invoice Summary;
- #109-19 regarding by-law investigation into a noise complaint reported to the Committee;
- #113-19 regarding the acceptance of the resignation of the current, and entering into an agreement with a new, LUD Hall Custodian;
- #114-19 regarding the placement of an advertisement in the Richer Community Club's Community Calendar on an annual basis;
- #115-19 regarding the authorization of a Christmas Yard Decorating Contest on an annual basis with all associated costs to be paid by the LUD of Richer; and
- 116-19 regarding the contracting of Larocque Bros. for the 2019/2020 winter season for the sanding of LUD of Richer roads under the direction of the Operations Manager.

**CARRIED**

**LUD of Richer Committee Resolution #'s 111 and 112-19**

Moved to In Camera.



**19-10-08 - Protection Committee Meeting Minutes**

2019-454

Councillor Eros

Councillor Ingles

BE IT RESOLVED that the Protection Committee meeting minutes of October 8, 2019 be adopted as circulated.

**CARRIED**

**19-10-22 - Personnel Committee Meeting Minutes**

2019-455

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED that the Personnel Committee meeting minutes of October 22, 2019 be adopted as circulated;

BE IT FURTHER RESOLVED that Council approve the Committee's recommendation as outlined in their Resolution #PC-2019-49 pertaining to an amendment to the Employee Handbook, Benefits and Code of Conduct to include amendments to Item 5.4 pertaining to an Occupational Health Assessment Form, effective immediately.

**CARRIED**

**Personnel Committee Resolution #PC-2019-50**

Moved to In Camera.

**NOTICE OF MOTION / PETITIONS**

**Notice of Motion - Resolution #'s 2018-497 and 2019-237**

2019-456

Councillor Sarrasin

Councillor Eros

WHEREAS Councillor Robert Sarrasin gave notice at the October 9, 2019 Council meeting that he would make a motion to rescind Resolution #'s 2018-497 and 2019-237 at this October 23, 2019 regular meeting;

BE IT RESOLVED that Resolution #'s 2018-497 and 2019-237 be rescinded.

**CARRIED**

**CONSENT AGENDA**

2019-457

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED that the consent agenda consisting of the following 21 of items be adopted as circulated:

- Richer Community Club and Richer Fire Department - Annual Halloween Social
- Dawson Trail Arts and Heritage Tour - Various Matters
- Steinbachonline.com - Rural Municipalities Uniting over Endangered Orchids Issue
- Eastman Tourism - News Bulletin
- Deputy Minister of MB Municipal Relations - AMM Convention Meetings
- STARS - Thank You
- RRBC - 2019 Support Grant
- CDEM - Investment Package
- Ste. Anne Hospital Helipad Project - Thank you
- MB Agricultural Services Corporation - Farmland School Tax Rebate
- AMM - Various Matters
- MGRA - Newsletter
- FCM - Various Matters
- Steinbachonline.com - Conservation Districts Expect Wet Fall Weather is the New Norm
- CCCD - Various Minutes and Reports
- RRBC - LiDAR for the Red River Basin
- SRRCD - Farmers' Innovation Grant

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MEMO - Weather Notification for Southern Manitoba  
MB 150 - Poster  
EJHS - Dawson Trail Museum - 2019 Christmas Hampers  
SRSD - 2020-2021 Budget Consultation Evening

**CARRIED**

**IN CAMERA - 8:00 PM**

2019-458

Councillor Normandeau

Councillor Eros

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

**CARRIED**

At 8:11 pm, CAO Jennifer Blatz left the meeting prior to and during discussions surrounding Resolution #2019-461 and returned to the meeting at 8:22 pm after these discussions concluded. Assistant CAO Nadine Vielfaure assumed her duties during this time period.

**Out of Camera**

2019-459

Councillor Ingles

Councillor Wery

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**

**19-10-02 - LUD of Richer Committee Meeting Minutes - Resolution #'s 111 and 112-19.**

2019-460

Councillor Sarrasin

Councillor Normandeau

WHEREAS the following recommendations were made to Council by the LUD of Richer Committee at their October 2, 2019 meeting:

-Resolution #111-19 regarding the approval of a grant to be given to the Richer Community Club for the maintenance of the Dawson Trail Park skating rink in the amount of \$2,000.00;

-Resolution #112-19 regarding the approval of a grant to be given to the Dawson Trail Museum and Richer Young at Hearts Club for winter operating expenses in the amount of \$500.00 each;

BE IT FURTHER RESOLVED that the above grants be approved on the condition that documentation associated with Policy #08-ADMIN be properly completed and submitted to the Municipal Office by each organization.

**CARRIED**

**Human Resource Complaint**

2019-461

Councillor Wery

Councillor Eros

BE IT RESOLVED that, as recommended by Personnel Committee Resolution #PC-2019-50, Council authorizes Personnel Committee Chair Sarah Normandeau to investigate a human resources complaint received on October 18, 2019 with results to be reported back to the Personnel Committee, with all associated costs regarding this matter authorized to be paid.

**CARRIED**

**ADJOURNMENT**

2019-462

Councillor Normandeau

Councillor Wery

BE IT RESOLVED that this regular meeting be adjourned at 8:34 pm.

**CARRIED**

**NEXT MEETING(s)**

Regular Day Meeting

Regular Evening Meeting

November 6, 2019 @ 9:00 am

November 20, 2019 @ 6:00 pm



Paul Saindon  
Reeve



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Jennifer Blatz / CMMA  
Chief Administrative Officer