



STE. ANNE MUNICIPALITY

Rural Municipality of Ste. Anne

Meeting Agenda

September 11, 2019 - Regular Meeting of Council - 09:00 AM

1. CALL TO ORDER 9:00 AM
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
4. FINANCE
 - 4.1 Cheque Listing
 - 4.2 Financial Statements
5. HEARINGS - 11:00 AM
 - 5.1 Variation Order #19-19 - Minimum Bulk Requirements - Single-Family Residence Addition
 - 5.2 Hearing Decisions
 - 5.2.1 Variation Order #19-19 - Minimum Bulk Requirements - Single-Family Residence Addition
6. DELEGATION(S) - NONE.
7. MUNICIPAL DELEGATE REPORTS
 - 7.1 September 4, 2019 - Landmark Planning & Design - CAO, Assistant CAO and Development Officer
 - 7.2 September 5, 2019 - SRRCD Meeting - Councillor Randy Eros
 - 7.3 September 9, 2019 - Community Futures Triple R Meeting - Councillor Randy Eros
8. UNFINISHED BUSINESS
 - 8.1 Spay and Neuter Clinics
 - 8.2 Inter-Municipal Road Maintenance Agreements - RMs of La Broquerie and Tache
 - 8.3 NEC - Functional EOC Exercise
 - 8.4 Eco-West - ZEVIP Program Application
 - 8.5 Kropp Road - Expropriation Authorization
 - 8.6 Richer Fire Department - Standard Operating Guidelines
 - 8.7 Dawson Trail Arts & Heritage Tour - Progress Update
 - 8.8 Annual Christmas Banquet Authorization
9. NEW BUSINESS
 - 9.1 Authorized Attendance
 - 9.1.1 Prairie Regional Adaptation Collaborative - Regional Workshop
 - 9.1.2 AMM - 2019 Annual Convention
 - 9.1.3 MEMO - Emergency Management Workshops
 - 9.2 Auditing Services - Request for Proposals
 - 9.3 SRRCD - Appointment Renewals
 - 9.4 Blue Water Wash - Asphaltting Cost-Sharing Agreement Request
 - 9.5 Inter-Municipal Christmas Dinners - Annual Authorization

- 9.6 Way to Go Consulting - Strategic Planning Proposal
- 9.7 Ste. Anne Curling Club - Sponsorship Request
- 9.8 Animal By-Law #1-2012 - Number of Dog Exemption Request
- 9.9 Postal Machine Lease - Quotation Breakdown

- 10. **PLANNING & DEVELOPMENT**
- 10.1 Permit Report to Council - August 2019
- 10.2 Permit #81-19 - Trailer Dry Bay

- 11. **BY-LAWS**

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

- 13. **COMMITTEE REPORTS & MINUTES**
- 13.1 19-08-21 - Environment Committee Meeting Minutes
- 13.2 19-08-21 - Transportation Committee Meeting Minutes
- 13.3 19-09-04 - LUD Committee Minutes & Matters
- 13.4 19-09-05 - Environment Committee Meeting Minutes

- 14. **NOTICE OF MOTION / PETITIONS - NONE.**

- 15. **CONSENT AGENDA**
- 15.1 AMM - Various Matters
- 15.2 FCM - Various Matters
- 15.3 RRBC - One Basin, One Governance
- 15.4 Eastman Mutual Aid Fire District - Minutes of June 12, 2019
- 15.5 Manitoba Emergency Measures Organization - Online Courses Available
- 15.6 RM/TSA Emergency Plan - Public Information Session
- 15.7 RM of Hanover - Development Plan & Zoning By-law Amendments - Blumenort
- 15.8 RM of Tache - Notice of Public Hearing
- 15.9 Southern Health - Notice of Annual Public Meeting
- 15.10 Eastman Tourism - News Bulletin
- 15.11 2019 Drought - RM of Grahamdale
- 15.12 CTV Winnipeg - AMM asks for 'Fair Support' from next government
- 15.13 MB Hydro - Distribution Line scheduled to begin
- 15.14 Bell MTS
- 15.15 CUPW
- 15.16 J9 Consulting
- 15.17 CN

- 16. **IN CAMERA - 1:00 PM**
- 16.1 Out of Camera

- 17. **ADJOURNMENT**



STE. ANNE MUNICIPALITY

Regular Council Meeting Minutes

September 11, 2019 - 09:00 AM

Regular Meeting of Council held in Council Chambers of the Rural Municipality of Ste. Anne, 395 Traverse Road, on September 11, 2019.

Reeve Paul Saindon called the meeting to order at 9:00 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 Assistant CAO Nadine Vielfaure.

ADOPTION OF AGENDA

2019-360

Councillor Sarrasin

Councillor Reimer

BE IT RESOLVED that the agenda for the regular meeting of September 11, 2019 be adopted as circulated and amended.

CARRIED

ADOPTION OF MINUTES

2019-361

Councillor Normandeau

Councillor Wery

BE IT RESOLVED that the minutes of the regular meeting held on August 21, 2019 be adopted as circulated.

CARRIED

FINANCE

Cheque Listing

2019-362

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED that the following cheques numbered 20191016 – 20191120 (inclusive) in the amount of \$212,287.30 be approved for payment.

CARRIED

Financial Statements

Tabled to September 25, 2019 evening meeting of Council.

DELEGATION(S) - None.

MUNICIPAL DELEGATE REPORTS

September 4, 2019 - Landmark Planning & Design - CAO, Assistant CAO and Development Officer

Council Meeting Time Change

2019-363

Councillor Eros

Councillor Reimer

BE IT RESOLVED that the September 25, 2019 regular meeting originally scheduled for 6:00 pm be changed to begin at 4:30 pm.

CARRIED

September 5, 2019 - SRRCD Meeting - Councillor Randy Eros

September 9, 2019 - Community Futures Triple R Meeting - Councillor Randy Eros

UNFINISHED BUSINESS

Spay and Neuter Clinics

Received as information.

RM of La Broquerie - Inter-Municipal Road Maintenance Agreement

2019-364

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED that Council approves the amended Inter-Municipal Road Maintenance Agreement with the RM of La Broquerie and authorizes the Reeve and CAO to execute the same as presented.

CARRIED

RM of Tache - Inter-Municipal Road Maintenance Agreement

2019-365

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that Council approve the Inter-Municipal Road Maintenance Agreement with the RM of Tache and authorizes the Reeve and CAO to execute the same as presented and amended.

CARRIED

NEC - Functional EOC Exercise

Moved to 'In Camera'.

Eco-West - ZEVIP Program Application

Received as information.

Kropp Road - Expropriation Authorization

2019-366

Councillor Eros

Councillor Ingles

BE IT RESOLVED that the CAO and Operations Manager be authorized to complete all necessary works, including expropriation as required, to relocate the road allowance of Kropp Road, located in Section 10-8-8E, in order for the road to be fully encompassed within the municipal road allowance and improved to municipal standards, with all costs associated to be paid, including reimbursement to the property owners affected by the land transfers.

CARRIED

Councillor Brent Wery declared an interest in the following matter and left Council Chambers at 9:33 am.

Richer Fire Department - Standard Operating Guidelines

2019-367

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED that the Richer Fire Department Standard Operating Guidelines Policy be adopted as presented.

CARRIED

Councillor Brent Wery returned to Council Chambers at 9:34 am.

Dawson Trail Arts & Heritage Tour - Progress Update

2019-368

Councillor Ingles

Councillor Eros

BE IT RESOLVED that Council supports the Dawson Trail Arts & Heritage Tour with a grant in the amount of \$2,000.00, to be released subject to its approval within the 2020 Financial Plan.

CARRIED

Annual Christmas Banquet Authorization

2019-369

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that Administration be authorized to make all of the necessary arrangements to hold a Municipal Christmas Banquet on an annual basis with all necessary costs to be paid.

CARRIED

NEW BUSINESS

Prairie Regional Adaptation Collaborative - Regional Workshop

Received as information.

AMM - 2019 Annual Convention

Administration to respond.

AMM Event

2019-370

Councillor Wery

Councillor Normandeau

BE IT RESOLVED that Deputy Reeve Randy Eros and CAO Jennifer Blatz be authorized to attend an AMM event in Winnipeg on October 2, 2019 with all associated costs to be paid.

CARRIED

MEMO - Emergency Management Workshops

Tabled to after 'In Camera'.

Auditing Services - Request for Proposals

2019-371

Councillor Eros

Councillor Ingles

BE IT RESOLVED that Administration be authorized to send out a Request for Proposals for Municipal Auditing Services for the financial fiscal years 2020 to 2025 inclusively.

CARRIED

SRRCD - Appointment Renewals

2019-372

Councillor Ingles

Councillor Wery

BE IT RESOLVED that the following appointments to the Seine-Rat River Conservation District be renewed for a 2-year term as follows:

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 – Art Bergmann and Richard Hay

CARRIED

Blue Water Wash - Asphaltting Cost-Sharing Agreement Request

Referred to the Transportation Committee and 2020 budgetary discussions.

Permit #81-19 - Trailer Dry Bay

2019-373

Councillor Wery

Councillor Ingles

BE IT RESOLVED that Permit #81-19 be approved as presented to Council, subject to all of the requirements of the Plan Review.

CARRIED

Inter-Municipal Christmas Dinners - Annual Authorization

2019-374

Councillor Wery

Councillor Ingles

BE IT RESOLVED that members of Council, the CAO and Department Managers be authorized to attend dinners with neighbouring municipalities on an annual basis with all attendance costs authorized to be paid;

BE IT FURTHER RESOLVED that the Municipality shall host the above-described dinners on a bi-annual basis with each neighbouring municipality as necessary with all associated costs to be paid.

CARRIED

Way to Go Consulting - Strategic Planning Proposal

2019-375

Councillor Eros

Councillor Wery

BE IT RESOLVED that Council accepts a proposal, received from Ernie Epp of Way to Go Consulting and dated September 3, 2019, for Strategic Planning Facilitation for Council, CAO and applicable employees; BE IT FURTHER RESOLVED that the Strategic Planning Session shall be held in fall 2019 at a location yet to be determined, with all Council members, CAO and applicable employees authorized to attend as necessary and all associated costs to be paid.

CARRIED

Council recessed for 11 minutes at 10:21 am.

Ste. Anne Curling Club - Sponsorship Request

2019-376

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED that Council supports the Ste. Anne Curling Club with an annual sponsorship in an amount as recommended by the Recreation Committee each year, with the 2019 contribution being a gold sponsorship in the amount of \$500.00.

CARRIED

Animal By-Law #1-2012 - Number of Dog Exemption Request

2019-377

Councillor Wery

Councillor Ingles

BE IT RESOLVED that the application to have the maximum number of dogs increased to 3 for SW 20-8-8E, Lot 4 Plan 52265, dated August 29, 2019, be approved for the potential property owners' existing dogs as described in their letter of request, on the condition that, should one of the dogs no longer reside on the property, this exemption under Section 10.1 and 10.2 of By-Law #01-2012 be revoked.

CARRIED

Postal Machine Lease - Quotation Breakdown

2019-378

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that Council accepts the lease proposal as submitted by Pitney Bowes for an automatic digital mailing system on a 5.5 year lease and authorizes all works to be completed and costs to be paid as per proposal.

CARRIED

PLANNING & DEVELOPMENT

Permit Report to Council - August 2019

Received as information.

Permit #81-19 - Trailer Dry Bay

Moved to Item 9.4.

BY-LAWS – None.

DEPARTMENT MANAGER REPORTS

Fire Department Reports

2019-379

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED that the August 2019 Fire Chief Reports for the Richer, Town of Ste. Anne and Steinbach Fire Departments be adopted as presented.

CARRIED

HEARINGS - 11:00 am

2019-380

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that Council recess this regular meeting and go into public hearings at 11:00 am.

CARRIED

Variation Order #19-19 - Minimum Bulk Requirements - Single-Family Residence Addition

At 11:00 am the Reeve called to order the Public Hearing for Variation Order #19-19 to vary the following minimum requirements of Part VI, Table VI – 8 of amended Zoning By-Law 10-2010 on SE 19-7-7E in an area zoned Agriculture:

1. Minimum site area from 2 acres to 1.48 acres;
2. Minimum site width from 200' to 170'; and
3. Minimum north side yard setback from 25' to 6.6' to allow for the House addition and attached garage proposed under Permit #72-19.

The CAO read the notice.

The applicants spoke in regards to their proposal.

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

Out of Hearing

2019-381

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED that this meeting reconvene into regular session at 11:03 am.

CARRIED

Variation Order #19-19 - Minimum Bulk Requirements - Single-Family Residence Addition

2019-382

Reeve Saindon

Councillor Wery

WHEREAS a Public Hearing was held for Variation Order #19-19 to vary the following minimum requirements of Part VI, Table VI – 8 of amended Zoning By-Law 10-2010 on SE 19-7-7E in an area zoned Agriculture:

1. Minimum site area from 2 acres to 1.48 acres;
2. Minimum site width from 200' to 170'; and
3. Minimum north side yard setback from 25' to 6.6' to allow for the House addition and attached garage proposed under Permit #72-19;

BE IT RESOLVED that Variation Order #19-19 be approved.

CARRIED

COMMITTEE REPORTS & MINUTES

19-08-21 - Environment Committee Meeting Minutes

2019-383

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that the Environment Committee meeting minutes of August 21 and September 5, 2019 be adopted as circulated;

BE IT FURTHER RESOLVED that Council approve the Committee's recommendations as outlined in their Resolution #ESC-2019-22 regarding the submission of electronic lagoon log reports on a monthly basis by all septic haulers as of January 1, 2020.

CARRIED

19-08-21 - Transportation Committee Meeting Minutes

2019-384

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that the Transportation Committee meeting minutes of August 21, 2019 be adopted as circulated;

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

- #PW-2019-44 regarding the denial of a request for the installation of a culvert at the end of Road 42E;
- #PW-2019-45 regarding drainage works along PR302;
- #PW-2019-46 regarding the installation of a culvert to cross Road 41E;
- #PW-2019-47 regarding the maintenance of Duhamel Road during the summer/fall season truck route;
- #PW-2019-48 regarding the Kropp Road project;
- #PW-2019-49 regarding each 2019 and 2020 roadside mowing;
- #PW-2019-50 and 51 regarding the denial of requests for works on private accesses.

CARRIED

19-09-04 - LUD Committee Meeting Minutes

2019-385

Councillor Reimer

Councillor Ingles

BE IT RESOLVED that the LUD of Richer Committee meeting minutes of September 4, 2019 be adopted as circulated;

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

- #'s 98 and 99-19 regarding the February 28, 2019 Financial Statements and Invoice Summary;
- #100-19 regarding additional fall grass and brush mowing; and
- #101-19 regarding the 2019 Fall Town Clean-up and Richer School Grant.

CARRIED

LUD of Richer - Weekly Garbage Pickup Contract

2019-386

Councillor Wery

Councillor Sarrasin

WHEREAS a Request for Proposals was sent out for the 2020 to 2022 weekly garbage collection contract for the LUD of Richer and 4 proposals were received and considered by Council and the LUD of Richer Committee;

BE IT RESOLVED that Council accepts the proposal as submitted by JR Waste Haulers Ltd. as per the recommendation of the LUD of Richer Committee Resolution #103-19 and authorizes all work to be completed and costs to be paid as per proposal and Special Services By-Law #09-2016 on the condition that an agreement be entered into between the Contractor and the Municipality.

CARRIED

19-09-05 - Environment Committee Meeting Minutes

See Resolution #2019-382.

19-09-09 - Personnel Committee Meeting Minutes

2019-387

Councillor Wery

Councillor Ingles

BE IT RESOLVED that the Personnel Committee meeting minutes of September 9, 2019 be adopted as circulated;

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

- #PC-2019-42 regarding an amendment to the Employee Handbook, Benefits and Code of Conduct in regards to professional development courses for employees; and

- #PC-2019-43 regarding the recruitment of a full-time permanent Public Works Employee.

CARRIED

19-09-09 - Land-Use Planning and Development Committee Meeting Minutes

2019-388

Councillor Normandeau

Councillor Eros

BE IT RESOLVED that the Land-Use Planning and Development Committee meeting minutes be adopted as circulated.

CARRIED

Subdivision File #4175-18-8076 - Schellenberg

Tabled.

Subdivision File #4175-19-8207 - Hanbidge

Tabled.

NOTICE OF MOTION / PETITIONS - None.

CONSENT AGENDA

2019-389

Councillor Eros

Councillor Normandeau

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

AMM - Various Matters

FCM - Various Matters

RRBC - One Basin, One Governance

Eastman Mutual Aid Fire District - Minutes of June 12, 2019

MEMO - Online Courses Available

Town/RM of Ste. Anne Emergency Plan - Public Information Session

RM of Hanover - Development Plan & Zoning By-law Amendments - Blumenort

RM of Tache - Notice of Public Hearing

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Southern Health - Notice of Annual Public Meeting
Eastman Tourism - News Bulletin
RM of Grahamdale - 2019 Drought
CTV Winnipeg - AMM asks for 'Fair Support' from next government
MB Hydro – MMTP Distribution Line Update
Bell MTS - Mandated Call Blocking
CUPW - 2019 Federal Election
J9 Consulting - Municipal Consulting Service Proposal
CN - 2019 Safety Week

CARRIED

IN CAMERA

2019-390

Councillor Sarrasin

Councillor Ingles

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

CARRIED

Out of Camera

2019-391

Councillor Normandeau

Councillor Sarrasin

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

Municipal Emergency Coordinator – Resignation and Recruitment

2019-392

Councillor Wery

Councillor Eros

BE IT RESOLVED that Council accepts the resignation of the Municipal Emergency Coordinator (MEC), submitted September 6, 2019 and effective January 1, 2020;

BE IT FURTHER RESOLVED that Council authorize all of the necessary arrangements to be made to recruit a new MEC with all associated costs to be paid.

CARRIED

Request for Reimbursement for Damage to Vehicle on Municipal Road 43E

2019-393

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED that Council denies the request dated August 20, 2019 for reimbursement for damage to a personal vehicle due to the condition of the municipal road during regular road maintenance work.

CARRIED

MEMO Courses

2019-394

Councillor Wery

Councillor Normandeau

BE IT RESOLVED that all members of Council be authorized to attend a Municipal Emergency Workshop hosted by MB EMO in Steinbach on November 13, 2019 with all associated costs to be paid.

CARRIED

ADJOURNMENT

2019-395

Councillor Normandeau

Councillor Wery

BE IT RESOLVED that this regular meeting be adjourned at 12:01 pm.

CARRIED

NEXT MEETING(s)

Regular Evening Meeting

Regular Day Meeting

September 25, 2019 @ 4:30 pm

October 9, 2019 @ 9:00 am



Paul Saindon
Reeve



Jennifer Blatz, CMMA
Chief Administrative Officer