



STE. ANNE MUNICIPALITY

Rural Municipality of Ste. Anne

Meeting Agenda

April 8, 2020 - 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 - NONE.
6. DELEGATION(S) - NONE.
7. MUNICIPAL DELEGATE REPORTS - NONE.
8. UNFINISHED BUSINESS
 - 8.1 COVID-19 - Updates
 - 8.2 AMM - June District Meeting
 - 8.3 Prairie By-Law Enforcement - Contract
 - 8.4 MB EMO - Flood Forecast
 - 8.5 Minister of Municipal Relations - Municipal Operating Grant
 - 8.6 New Public Works Building - Bid Opportunity
9. NEW BUSINESS
 - 9.1 Authorized Attendance - None.
 - 9.2 MB Golden Blades/Team Canada - Grant Request
 - 9.3 MEMO - Updated Flood Forecast
 - 9.4 SEO - Retainer Agreement
 - 9.5 Western Financial - Renewal Memorandum
10. PLANNING & DEVELOPMENT
 - 10.1 Permit Report to Council - March 2020
 - 10.2 Subdivision File #4175-20-8267 - Larocque
11. BY-LAWS
 - 11.1 By-Law #05-2020 - Development Plan By-Law - 1st Reading
 - 11.2 By-Law #06-2020 - 2020 Financial Plan
12. DEPARTMENT MANAGER REPORTS

12.1	Fire Chief Reports
13.	COMMITTEE REPORTS & MINUTES
13.1	2020-04-01 - LUD of Richer Committee Meeting Minutes
14.	NOTICE OF MOTION / PETITIONS - NONE.
15.	CONSENT AGENDA
15.1	AMM - Various Matters
15.2	CBC - Provincial Land-Use Changes for RMs around City of Winnipeg
15.3	Earth Day Canada Team - Notice
15.4	Eastman Tourism - News Bulletin
15.5	RRBC - World Water Day
15.6	STARS MB - March 1-15, 2020 Report
16.	IN CAMERA - 1:00 PM
16.1	Out of Camera
17.	ADJOURNMENT



STE. ANNE MUNICIPALITY

Regular Council Meeting Minutes

April 8, 2020 - 09:00 AM

Regular Meeting of Council held virtually via Skype on April 8, 2020.

Deputy Reeve Randy Eros called the meeting to order at 8:35 am with the following members of Council present: Reeve Paul Saindon (audio only), Sarah Normandeau, Jake Reimer, Brent Wery, Brad Ingles and Robert Sarrasin. Also present were CAO Jennifer Gilmore and Assistant CAO Nadine Vielfaure.

The Skype meeting will be made available to the public via the Municipal website due to the Coronavirus (COVID-19) pandemic.

ADOPTION OF AGENDA

2020-143

Councillor Reimer

Councillor Sarrasin

BE IT RESOLVED that the agenda for the regular meeting of April 8, 2020 be adopted as circulated and amended.

CARRIED

ADOPTION OF MINUTES

2020-144

Reeve Saindon

Councillor Normandeau

BE IT RESOLVED that the minutes of the regular meeting held on March 25, 2020 be adopted as circulated.

CARRIED

FINANCE

Cheque Listing

2020-145

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that the following cheques numbered 20200384 – 20200443 (inclusive) in the amount of \$91,841.62 be approved for payment.

CARRIED

Financial Statements

2020-146

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED that the Financial Statement for the period ending March 31, 2020 be approved and adopted as presented.

CARRIED

HEARINGS - None.

DELEGATION(S) - None.

MUNICIPAL DELEGATE REPORTS - None.

UNFINISHED BUSINESS

COVID-19 – Updates

Received as information.

Authorization for COVID-19 Expenses

2020-148

Councillor Sarrasin

Councillor Reimer

WHEREAS the CAO has closed the office due to the Coronavirus (COVID-19) pandemic and all staff have been instructed to work from home as per Provincial guidelines and policies;

BE IT RESOLVED that extra-ordinary expenses be compensated to staff members as a result of use of own personal equipment and supplies, along with similar office expenses pertaining to safety, all to the discretion of the CAO.

CARRIED

TAXervice - Tax Arrears Recovery Deferral Recommendation

2020-147

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that tax arrears recovery measures through TAXervice be deferred indefinitely, with monthly penalties to still be applied, until the Coronavirus (COVID-19) pandemic has been alleviated and re-evaluated by Council.

CARRIED

AMM - June District Meeting

Received as information.

Prairie By-Law Enforcement - Contract

Received as information.

MB EMO - Flood Forecast

Received as information.

Minister of Municipal Relations - Municipal Operating Grant

Received as information.

New Public Works Building - Bid Opportunity

2020-149

Councillor Ingles

Councillor Sarrasin

WHEREAS 10 proposals were received for the construction of a new Public Works Building in accordance with the Request for Proposals authorized under Resolution #2020-049;

BE IT RESOLVED that Council accepts the proposal as submitted by Three Way Builders, dated March 18, 2020, and authorizes all works to be completed and costs to be paid as per proposal on condition that the necessary Public Hearing be held for the project to be funded by debenture, and contribution from each the Bipole III Reserve and General Reserve under the legislative requirements of *The Municipal Act*.

CARRIED

NEW BUSINESS

Authorized Attendance - None.

MB Golden Blades/Team Canada - Grant Request

2020-150

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that Council supports Khloe Lessard-Kulchyski in her participation with the MB Golden Blades/Team Canada with a sponsorship in the amount of \$150.00, payable to the MB Fencing Association, to go towards the athlete's 2020 membership fees only.

CARRIED

MEMO - Updated Flood Forecast

Received as information.

SEO - Retainer Agreement

2020-151

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that Ernie Epp of Way to Go Consulting be appointed Senior Election Officer (SEO) for the Municipality, as per Agreement dated March 26, 2020, and as set out in the Municipal Council and School Board Elections Act, and be responsible for the performance of all duties of the SEO for the October 2022 general election and any by-election which may occur beforehand including all annual notices and duties, with duties, remuneration and conditions of appointment as SEO are to be as set out in the attached Schedule "A" of the Agreement.

CARRIED

Western Financial - Renewal Memorandum

Received as information.

AMM - Charter of Winnipeg and The Planning Act Amendments - Conference Call

Received as information.

PLANNING & DEVELOPMENT

Permit Report to Council - March 2020

Received as information.

Subdivision File #4175-20-8267 - Larocque

2020-152

Councillor Wery

Councillor Sarrasin

WHEREAS Council has reviewed the Subdivision File #4175-20-8267 Report to Council proposing to subdivide a 30.21-acre lot from the existing 120.95-acre lot held under CT #2572529 on SW 20-8-8E in an area designated and zoned Rural Mixed;

BE IT RESOLVED that Subdivision File #4175-20-8267 be approved on the following conditions:

1. That the applicant provide a copy of the required two-lot plan of subdivision prepared by a Manitoba Land Surveyor;
2. That the applicant obtain any necessary variations;
3. That all uses on the property are brought into compliance with Municipal By-Laws and regulations if deemed necessary;
4. That a Development Agreement be entered into between the Developer and the Municipality pertaining to the impact of existing land-uses which may have on Municipal infrastructure if deemed necessary; and
5. That a contribution fee of \$1,500.00 per parcel created be required.

CARRIED

BY-LAWS

By-Law #05-2020 - Development Plan By-Law - 1st Reading

Deferred until pre-circulative Provincial Departments and commenting agencies' comments, objections and considerations have been received.

Reeve Paul Saindon lost connection to the meeting at 10:38 and returned at 10:53 during discussions on the 2020 draft Financial Plan By-law #06-2020.

By-Law #06-2020 - 2020 Financial Plan

2020-153

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that By-Law #06-2020, being the 2020 Financial Plan By-Law, be given first reading as amended.

CARRIED

DEPARTMENT MANAGER REPORTS

Fire Chief Reports

Received as information.

COMMITTEE REPORTS & MINUTES

2020-04-01 - LUD of Richer Committee Meeting Minutes

2020-154

Councillor Reimer

Councillor Normandeau

BE IT RESOLVED that the LUD of Richer Committee meeting minutes of April 1, 2020 be adopted as circulated;

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

- #'s 29 and 30-20 regarding the March 2020 Invoice Summary and Financial Statements;
- #31-20 regarding 2020 LUD Sidewalk Construction to be completed by PPM Developments as per their Quote #39 in the amount of \$14,433.00 plus taxes;
- #32-20 regarding the relocation of the LUD Walking Path;
- #33-20 regarding an annual \$550.00 grant to the Richer School Breakfast Program to be paid bi-annually without the application requirement;
- #34-20 regarding a \$150 grant to the MB Fencing Association towards Khloe Lessard-Kulchyski's membership fees to help further her professional fencing career;
- #35-20 regarding replacing the damaged culvert at #27 Southeast Drive to improve drainage;
- #36-20 authorizing an advertisement in the EnRicher, among others, regarding the postponement of the Richer Spring Town Clean-Up event; and
- #37-20 authorizing the LUD Hall custodian to continue being remunerated weekly during the COVID-19 pandemic regardless of time actually worked on an hour per week basis unless additional hours are necessary.

CARRIED

NOTICE OF MOTION / PETITIONS - None.

CONSENT AGENDA

2020-155

Councillor Wery

Councillor Sarrasin

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

AMM - Various Matters

CBC - Provincial Land-Use Changes for RMs around City of Winnipeg

Earth Day Canada Team - Notice

Eastman Tourism - News Bulletin

RRBC - World Water Day

STARS MB - March 1-15, 2020 Report

SRRWD - Funding Still Available for Farmers 2020

CARRIED

IN CAMERA

2020-156

Councillor Normandeau

Councillor Wery

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

CARRIED

Assistant CAO Nadine Vielfaure left the meeting at 11:15 am.

Out of Camera

2020-157

Councillor Ingles

Councillor Reimer

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

Employee Handbook, Benefits and Code of Conduct - Amendment

2020-158

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that the Employee Handbook, Benefits and Code of Conduct be amended to include Items 2.10 and 14.2 pertaining to job descriptions and terms of termination, as attached hereto.

CARRIED

Assistant CAO Nadine Vielfaure returned to the meeting at 11:29 am.

ADJOURNMENT

2020-159

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED that this regular meeting be adjourned at 11:30 am.

CARRIED

NEXT MEETING(s)

Regular Evening Meeting

Regular Day Meeting

April 22, 2020 @ 6:00 pm

May , 2020 @ 9:00 am



Randy Eros

Deputy Reeve



Jennifer Gilmore, CMMA

Chief Administrative Officer