



# STE. ANNE MUNICIPALITY

## Rural Municipality of Ste. Anne

Meeting Agenda

April 7, 2021 - 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
  - 7.1 21-03-30 - Manitoba Sustainable Energy Association - Councillors Brent Wery and Brad Ingles
  - 7.2 \*\*\*21-03-31 - Dawson Trail Arts & Heritage Committee Meeting - Councillor Robert Sarrasin
  - 7.3 \*\*\*21-03-25 - Triple R Meeting - Councillor Randy Eros
8. UNFINISHED BUSINESS
  - 8.1 Municipal Relations Bulletin #2021-16 - Code of Conduct Training
  - 8.2 Manitoba 150 Celebrations
  - 8.3 SRRWD - Appoint Citizen Representative to Subdistrict 9
  - 8.4 FCM - Municipal Asset Management Program Grant Application Status Update
9. NEW BUSINESS
  - 9.1 Authorized Attendances
    - 9.1.1 FCM - 2021 Virtual Conference May 31 to June 4
    - 9.1.2 MB 2021 Wildfire Preparedness Seminar
    - 9.1.3 Seine River School Division - April 8, 2021 Townhall Meeting
  - 9.2 Grant Requests
    - 9.2.1 KidSport Manitoba
    - 9.2.2 Ste. Anne Curling - 2020/2021 Grant Request
  - 9.3 2022 Board of Revision
  - 9.4 MB Municipal Relations - Bulletin #2021-15 - 2021 Municipal Financial Plan & Tax Levy By-law Filing Deadlines
  - 9.5 AMM Member Advisory - Outdoor Recreational Activities
  - 9.6 Red River Basin Commission - Virtual Raffle in Support of Netley Marsh
  - 9.7 Post Traumatic Stress Disorder - Proclamation Request
  - 9.8 \*\*\*MB Conservation & Climate - Wildfire Service - April Fire Update

9.9 \*\*\*Western Financial Group - Changes to AMM Insurance Program.

9.10 \*\*\*Lumber Prices

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## 10. PLANNING & DEVELOPMENT

10.1 Accessory Buildings on Vacant Rural Lands

10.2 Permit Report to Council - March 2021

10.3 \*\*\*Permit #33-21 - Commercial Uses - Richer Esso

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## 11. BY-LAWS

11.1 By-law #02-2021 - Economic Development Reserve Fund - 2nd Reading

11.1.1 By-law #02-2021 - Economic Development Reserve Fund - 3rd Reading

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## 12. DEPARTMENT MANAGER REPORTS

12.1 \*\*\*March 2021 - Richer Fire Chief Report

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## 13. COMMITTEE REPORTS & MINUTES

13.1 21-03-30 - Environmental Committee Meeting

13.2 21-03-30 - Transportation Committee Meeting

13.3 21-03-30 - Personnel Committee Meeting

13.4 21-03-30 - Recreation Committee Meeting

13.5 21-03-30 - Protection Committee Meeting

13.6 Committee Meeting Schedule - Review

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## 14. NOTICE OF MOTION / PETITIONS

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## 15. CONSENT AGENDA

15.1 AMM - Various matters

15.2 FCM - Various Matters

15.3 Steinbachonline.com - Student Volunteer Award - Carmen Trudeau

15.4 Prov. of MB - News Releases

15.5 Steinbach Chamber of Commerce - The Bottom Line

15.6 Don Sullivan - What the Frack - CanWhite Sands

15.7 MB Hydro - Grass Fire Ban Request

15.8 Accueil Kateri - February 2021 Meeting Minutes

15.9 Tree Canada - Grant Application Rejected

15.10 \*\*\*Southeast Commerce Group - April 1, 2021 Newsletter

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## 16. IN CAMERA

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## 17. ADJOURNMENT

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# STE. ANNE MUNICIPALITY

## Regular Council Meeting Minutes April 7, 2021 - 09:00 AM

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on April 7, 2021.

Deputy Reeve Randy Eros called the meeting to order at 9:04 am with the following members of Council physically present: Councillors Sarah Normandeau, Jake Reimer, Brent Wery, Brad Ingles, and Robert Sarrasin. Also present was Interim Acting CAO Nadine Vielfaure.

Reeve Paul Saindon was present over speaker-phone.

The meeting was physically closed to the general public but was otherwise conducted via live-streaming due to the Coronavirus (COVID-19) pandemic.

### ADOPTION OF AGENDA

2021-142

Councillor Wery

Councillor Reimer

BE IT RESOLVED that the agenda for the regular meeting of April 7, 2021 be adopted as circulated and amended.

**CARRIED**

### ADOPTION OF MINUTES

2021-143

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that the minutes of the regular meeting held on March 24, 2021 be adopted as circulated.

**CARRIED**

### FINANCE

#### Cheque Listing

2021-144

Councillor Reimer

Councillor Normandeau

BE IT RESOLVED that the following cheques numbered #20210367 - #20210403 (inclusive) in the amount of \$45,647.89 be approved for payment.

**CARRIED**

#### Financial Statements

2021-145

Councillor Sarrasin

Councillor Reimer

BE IT RESOLVED that the Financial Statement for the period ending March 31, 2021 be approved and adopted as presented.

**CARRIED**

**HEARINGS – None**

**DELEGATION(S) – None**

**MUNICIPAL DELEGATE REPORTS**

**21-03-30 - Manitoba Sustainable Energy Association - Councillors Brent Wery and Brad Ingles**

**21-03-31 - Dawson Trail Arts & Heritage Committee Meeting - Councillor Robert Sarrasin**

**21-03-25 – Community Futures Triple R Meeting - Councillor Randy Eros**

**UNFINISHED BUSINESS**

**Municipal Relations Bulletin #2021-16 - Code of Conduct Training**  
Received as information.

**Manitoba 150 Celebrations**  
Administration to respond.

**SRRWD - Appoint Citizen Representative to Subdistrict 9**  
Administration to respond.

**FCM - Municipal Asset Management Program Grant Application Status Update**  
Received as information.

**NEW BUSINESS**

**Authorized Attendances**  
Council recessed for 5 minutes at 10:25 am.

**FCM - 2021 Virtual Conference May 31 to June 4**  
2021-146  
Councillor Normandeau  
Councillor Ingles  
BE IT RESOLVED that all available Council members be authorized to attend the virtual FCM Annual Conference from May 31 to June 4, 2021 with all associated costs to be paid.  
**CARRIED**

**MB 2021 Wildfire Preparedness Seminar**  
2021-147  
Councillor Wery  
Councillor Ingles  
BE IT RESOLVED that the Municipal Emergency Coordinator and either the Fire Chief or Deputy Fire Chief be authorized to attend the free virtual 2021 Wildfire Preparedness Seminar on April 7, 2021, with all associated costs to be paid.  
**CARRIED**

**Seine River School Division - April 8, 2021 Townhall Meeting**  
Received as information.

**Grant Requests**

**KidSport Manitoba**  
Referred to Recreation Committee meeting.

**Ste. Anne Curling - 2020/2021 Grant Request**  
Referred to Recreation Committee meeting.

**2022 Board of Revision**

2021-148

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that the 2022 Board of Revision be scheduled on November 17, 2021 at 7:00 pm in the Municipal Council Chambers;

BE IT FURTHER RESOLVED that Council be appointed as the Board with the Reeve or Deputy Reeve to serve as the presiding officer and the CAO as the Recording Secretary for the 2022 Board of Revision.

**CARRIED**

**MB Municipal Relations - Bulleting #2021-15 - 2021 Municipal Financial Plan & Tax Levy By-law Filing Deadlines**

Received as information.

**AMM Member Advisory - Outdoor Recreational Activities**

Administration to respond.

**Red River Basin Commission - Virtual Raffle in Support of Netley Marsh**

Administration to respond.

**Post Traumatic Stress Disorder - Proclamation Request**

2021-149

Councillor Sarrasin

Councillor Ingles

WHEREAS June has been declared as PTSD Awareness Month each year around the world;

AND WHEREAS for centuries we have recognized post traumatic stress disorder;

AND WHEREAS PTSD can affect all ages, children through to seniors;

AND WHEREAS treatment for PTSD is available;

AND WHEREAS it is up to each of us to know that the PTSD Assessment form is a major tool to seek medical assistance;

AND WHEREAS PTSD Awareness Month urges all to seek help for those who may have PTSD requiring medical assistance;

NOW THEREFORE BE IT RESOLVED that the Council of the Rural Municipality of Ste. Anne do hereby proclaim June as PTSD Awareness month in our Municipality and encourage the residents of to actively learn about the PTSD Assessment form written by the Centre for PTSD Research as a tool to assist those affected by PTSD to obtain medical assistance.

**CARRIED**

**MB Conservation & Climate - Wildfire Service - April Fire Update**

Received as information.

**Western Financial Group - Changes to AMM Insurance Program.**

Received as information.

**Lumber Prices**

2021-150

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED that a letter be sent to the local Member of Parliament and Member of the Legislative Assembly, with a copy sent to the AMM, calling on them to address the exponential increase to the cost of lumber and building materials.

**CARRIED**

**PLANNING & DEVELOPMENT**

**Accessory Buildings on Vacant Rural Lands**

Tabled to 2022 comprehensive Zoning By-law review.

**Permit Report to Council - March 2021**

Received as information.

**Permit #33-21 - Commercial Uses - Richer Esso**

2021-151

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that Permit #33-21 for the following multiple uses be approved as presented to Council subject to the obtention of the required permits and licenses from the authorities having jurisdiction and subject to the requirements of Conditional Use and Variation Orders CU#05-20, CU#06-20, VO#09-20 and VO#12-20:

- Motel;
- Bulk fuel storage;
- Gas station including an Eating and Drinking Establishment and a convenience store including restricted sales; and
- Dwelling unit for the caretaker;

FURTHER BE IT RESOLVED that previously approved uses on this property be revoked.

**CARRIED**

**BY-LAWS**

**By-law #02-2021 - Economic Development Reserve Fund - 2nd Reading**

2021-152

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED that By-Law #02-2021, being a By-law to create an Economic Development Reserve Fund, be given second reading.

**CARRIED**

**By-law #02-2021 - Economic Development Reserve Fund - 3rd Reading**

2021-153

Councillor Normandeau

Councillor Wery

BE IT RESOLVED that By-Law #02-2021, being a by-law to create an Economic Development Reserve Fund, being a by-law to (description), be given third and final reading.

In Favour: Reeve Paul Saindon, Councillors Sarah Normandeau, Jake Reimer, Brent Wery, Brad Ingles, Robert Sarrasin, Randy Eros

Opposed: None

**CARRIED**

**DEPARTMENT MANAGER REPORTS**

**March 2021 - Richer Fire Chief Report**

Received as information.

**COMMITTEE REPORTS & MINUTES**

**21-03-30 - Environmental Committee Meeting**

2021-154

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED that the March 30, 2021 Environment Committee meeting minutes be adopted as circulated.

**CARRIED**

**21-03-30 - Transportation Committee Meeting**

2021-155

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that the March 30, 2021 Committee meeting minutes be adopted as circulated;  
BE IT FURTHER RESOLVED that Council approve the Committee's recommendations as outlined in their following resolutions:

- #PW-2021-16 regarding dipping for aggregate in the 37N Pit up to a maximum of \$20,000;
- #PW-2021-17 regarding selling the Municipal Rail Car Storage Container;
- #PW-2021-18 regarding the purchase of a 'green' weed eater to be partially funded from our 'green' budget;
- #PW-2021-19 regarding entering into a cost sharing agreement with the North East Red Watershed District for drainage works on Road 45E;
- #PW-2021-20 regarding the selection of contractors to complete the 2021 Gravelling Program; and
- #PW-2021-21 regarding the removal of stones left behind from the 2019 intermunicipal ditching work.

**CARRIED**

**21-03-30 - Personnel Committee Meeting**

2021-156

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED that the March 30, 2021 Personnel Committee meeting minutes be adopted as circulated;

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

- #PPC-2021-04 regarding hiring a temporary full time administrative assistant with a financial focus;
- #PPC-2021-05 regarding additional compensation for the current Executive Assistant and Administrative Assistant;
- #PPC-2021-06 regarding establishing the rates of remuneration for new and returning summer students;
- #PPC-2021-07 regarding revisions to the Use of Municipal Property Policy #04-ADMIN;
- #PPC-2021-08 regarding revisions to the Promotional Items Policy #07-ADMIN;
- #PPC-2021-09 regarding paid leave for full-time employees who chose to obtain the Covid-19 Vaccine during work hours.

**CARRIED**

**21-03-30 - Recreation Committee Meeting**

2021-157

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED that the March 30, 2021 Recreation Committee meeting minutes be adopted as circulated.

**CARRIED**

**Committee Meeting Schedule - Review**

Received as information.

**NOTICE OF MOTION / PETITIONS – None**

**CONSENT AGENDA**

2021-158

Councillor Wery

Councillor Normandeau

BE IT RESOLVED that the consent agenda consisting of the following #11 of items be adopted as circulated:

AMM - Various matters

AMM - 2021 Spring Convention Information

FCM - Various Matters

Steinbachonline.com - Student Volunteer Award - Carmen Trudeau

Prov. of MB - News Releases

Steinbach Chamber of Commerce - The Bottom Line

Don Sullivan - What the Frack - CanWhite Sands

MB Hydro - Grass Fire Ban Request

Accueil Kateri - February 2021 Meeting Minutes

Tree Canada - Grant Application Rejected

Southeast Commerce Group - April 1, 2021 Newsletter

**CARRIED**

**IN CAMERA**

2021-159

Councillor Wery

Councillor Normandeau

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

**CARRIED**

**OUT OF CAMERA**

2021-160

Councillor Ingles

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**

**Meeting with RM of Hanover**

2021-161

Councillor Sarrasin

Reeve Saindon

BE IT RESOLVED that the Protection Committee Chair, Fire Chief and Interim Acting CAO be authorized to meet with the RM of Hanover.

**CARRIED**

**21-03-30 - Protection Committee Meeting**

2021-162

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that the March 30, 2021 Protection Committee meeting minutes be adopted as circulated;

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

- #PC-2021-010 regarding the purchase of Automated External Defibrillators (AED);
- #PC-2021-011 regarding drafting a policy for trap rentals;
- #PC-2021-012 regarding approving a draft budget for the Emergency Operations Centre;
- #PC-2021-014 regarding an Animal Control Survey; and
- #PC-2021-016 regarding amendments to Policy #1-FIRE;

BE IT FURTHER RESOLVED that Resolution #PC-2021-013 be tabled.

**CARRIED**



**Administrative Consulting Costs**

2021-163

Councillor Normandeau

Councillor Ingles

WHEREAS Resolution #2021-077 authorized up to \$10,000 in administrative consulting services;

AND WHEREAS that amount has been reached, but the need for these services remains;

BE IT RESOLVED that Council authorize an additional \$10,000 in administrative consulting services with Way To Go Consulting.

**CARRIED**

**ADJOURNMENT**

2021-164

Councillor Normandeau

Councillor Wery

BE IT RESOLVED that this regular meeting be adjourned at 12:21 pm.

**CARRIED**

**NEXT MEETING(s)**

Regular Evening Meeting

April 21, 2021@ 6:00 pm

Regular Day Meeting

May 12, 2021 @ 9:00 am



Randy Eros  
Deputy Reeve



Nadine Vielfaure, CMMA  
Interim Acting Chief Administrative Officer