



# STE. ANNE MUNICIPALITY

## Rural Municipality of Ste. Anne

Meeting Agenda

December 1, 2021 - Council Meeting - 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 Conditional Use #12-21 - Aggregate Extraction Operation
  - 5.2 Conditional Use #13-21 - Garden Suite
6. DELEGATION(S)
7. MUNICIPAL DELEGATE REPORTS
  - 7.1 2021-11-22+23 - AMM Convention
8. UNFINISHED BUSINESS
  - 8.1 Silica Sand Extraction Proposal - Update
  - 8.2 Clean Farms
  - 8.3 EMO Volunteer Training
  - 8.4 Paradise Village Open House - 72 Hour Family Plan
  - 8.5 Dawson Trail Arts & Heritage Tour - Update
9. NEW BUSINESS
  - 9.1 2022 Tax Sale
  - 9.2 Province of Manitoba - News Release - Consultation Team Created to Review Education Funding Model
  - 9.3 Province of Manitoba - Municipal Service Delivery Program - Awareness Week
  - 9.4 MB EMO - 2022 Emergency Plan Submission Reminder
  - 9.5 Beaver Fees
  - 9.6 MMSM - In-Kind Advertising Program
  - 9.7 Performance Evaluation Forms
  - 9.8 Environment and Climate Change Canada - Lake Winnipeg Basin Program Virtual Symposium
  - 9.9 Dawson Trail Arts & Heritage Tour - Right of Land Use Request
  - 9.10 Prov. of MB - Bulletin #2021-57 to 60

- 9.11 Ste. Anne Library - 2020 Audited Financial Statements
- 10. PLANNING & DEVELOPMENT**
- 10.1 Fees & Charges By-Law 07-2011 - Schedule "A" Update
- 10.2 Permit #142-21 - Home Industry - Wave Rentals
- 10.3 Permit #143-21 - Commercial Powder Coating Shop - Prairie Accent
- 10.4 Town of Ste. Anne - Calvin Street Development - Request to Accept Run-Off
- 10.5 November Permit Report
- 10.6 Planning Queue
- 10.7 RM of Taché - Notice of Zoning By-Law Amendment - By-Law# 13-2021
- 11. BY-LAWS**
- 12. DEPARTMENT MANAGER REPORTS**
- 12.1 Town of Ste. Anne - October 2021 Fire Report
- 12.2 RCMP - Occurrence Statistics - July 1 to September 30, 2021
- 12.3 Municipal Emergency Coordinator's Report to November 2021
- 13. COMMITTEE REPORTS & MINUTES**
- 14. NOTICE OF MOTION / PETITIONS**
- 15. CONSENT AGENDA**
- 15.1 AMM - Various Correspondence
- 15.2 FCM - Various Correspondence
- 15.3 Steinbach Chamber of Commerce - The Bottom Line
- 15.4 MB Emergency Measures Organization - Water Availability and Drought Conditions Report - October 2021
- 15.5 Winnipeg Symphony Orchestra - Holiday Watch Party
- 15.6 CN Recognized for Sustainability Leadership
- 15.7 LUD of Richer Communities in Bloom - October 20, 2021 Minutes
- 15.8 Muniware joins the MuniSight Family
- 15.9 Steinbachonline - Ste. Anne gets Speed Reader
- 15.10 Manitoba Association of Watersheds - 2021 Manitoba Watersheds Conference
- 15.11 International Institute for Sustainable Development & Eco-West - Funding Sources Webinar
- 15.12 Environment and Climate Change Canada's Lake Winnipeg Basin Office - Wastewater Treatment Webinar
- 15.13 Statistics Canada - 2021 Census
- 16. IN CAMERA**
- 17. ADJOURNMENT**



# STE. ANNE MUNICIPALITY

## **Council Meeting Minutes December 1, 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 December 1, 2021.

Reeve Paul Saindon called the meeting to order at 9:03 am by acknowledging that we are located on Treaty 1 Lands, the traditional lands of the Anishinaabe, Cree, Oji-Cree, Dakota, Dene and the birthplace of the Métis Nation.

Also in attendance were Councillors Sarah Normandeau (virtually), Brent Wery, Brad Ingles, Robert Sarrasin and Randy Eros and Interim Acting Chief Administrative Officer Nadine Vielfaure.

Councillor Jake Reimer was absent.

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**

2021-482

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED that the agenda for the regular meeting of December 1, 2021 be adopted as circulated and amended.

**CARRIED**

### **ADOPTION OF MINUTES**

2021-483

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED that the November 17, 2021 regular meeting minutes be adopted as circulated.

**CARRIED**

### **FINANCE**

#### **Cheque Listing**

2021-484

Councillor Eros

Councillor Ingles

BE IT RESOLVED that the following cheques numbered #20211536 – #20211626 (inclusive) in the amount of \$195,605.24 be approved for payment.

**CARRIED**

#### **Financial Statements**

2021-485

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED that the Financial Statement for the period ending November 30, 2021 be approved and adopted as presented.

**CARRIED**

**DELEGATION(S)** – None.

**MUNICIPAL DELEGATE REPORTS**

2021-11-22+23 – Association of Manitoba Municipalities 2021 Fall Convention

**UNFINISHED BUSINESS**

**Silica Sand Extraction Proposal - Update**

Received as information.

**Clean Farms**

2021-486

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED that the Operations Manager be authorized to make the necessary arrangements to expand our collection site with Clean Farms to include bale or silage wrap, twine and grain bags in addition to the pesticide containers currently accepted, with all associated costs to be paid.

**CARRIED**

**EMO Volunteer Training**

Received as information.

**Paradise Village Open House - 72 Hour Family Plan**

2021-487

Councillor Wery

Councillor Ingles

WHEREAS Resolution #2021-440 authorized Ward 6 Councillor Randy Eros and Municipal Emergency Coordinator (MEC) Chrissy Bohemier to organize an Open House in Paradise Village to address Emergency Shelter in Place Planning;

AND WHEREAS the venue proposed is not available due to current Covid Health Orders;

BE IT RESOLVED that an Emergency Shelter in Place session be scheduled to take place in the Council Chambers, at a date and time to be determined by the Municipal Emergency Coordinator and Interim Acting CAO, to be livestreamed and recorded in order to be made available to the public through the municipal website.

**CARRIED**

**Dawson Trail Arts & Heritage Tour - Update**

Received as information.

**NEW BUSINESS**

**2022 Tax Sale**

2021-488

Councillor Sarrasin

Councillor Ingles

WHEREAS Section 365(2) of *The Municipal Act* provides that Council may in any year designate the immediately preceding year, or any earlier year, as the year for which properties, the taxes in respect of which are in arrears for the year, must be offered for sale by auction to recover the tax arrears and costs;

BE IT RESOLVED that the Designated Year for which properties in arrears be offered for sale by auction, be 2021 (meaning all properties with outstanding taxes from the year 2020 or prior);

*(Continued on page 3)*

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BE IT FURTHER RESOLVED that in accordance with s. 363 (1) of *The Municipal Act*, "costs" shall be the actual costs incurred by the municipality for each parcel listed for the tax sale plus an administration fee of \$50.00 per roll as set forth in Manitoba Regulation 50/97; and  
BE IT FURTHER RESOLVED that the Tax Sale be scheduled for November 17, 2022 at 1:00 pm in the RM of Ste. Anne Council Chambers, with the understanding that Administration may change this date, time & location as needed.

**CARRIED**

**Province of Manitoba - News Release - Review of Education Funding Model**

Received as information.

**Province of Manitoba - Municipal Service Delivery Program - Awareness Week**

Received as information.

**MB EMO - 2022 Emergency Plan Submission Reminder**

Received as information.

**Beaver Fees**

Administration to investigate.

**MMSM - In-Kind Advertising Program**

Received as information.

**Performance Evaluation Forms**

2021-489

Councillor Wery

Councillor Sarrasin

WHEREAS the Employee Handbook, Benefits and Code of Conduct require the format used for Performance Evaluations to be approved by the CAO and Personnel Committee;

BE IT RESOLVED that Council approve the revised Performance Evaluation Forms as presented.

**CARRIED**

**Environment and Climate Change Canada - Lake Winnipeg Basin Program Virtual Symposium**

2021-490

Councillor Wery

Councillor Ingles

BE IT RESOLVED that the Reeve and Deputy Reeve be authorized to attend the Virtual Lake Winnipeg Basin Program Symposium hosted by Environment And Climate Change Canada on January 18, 19 and 20, 2022 with all associated costs to be paid.

**CARRIED**

**Dawson Trail Arts & Heritage Tour - Right of Land Use Request**

2021-491

Councillor Wery

Councillor Ingles

WHEREAS the Dawson Trail Arts and Heritage Tour has made a formal request to Council to use lands between Millar Drive and Dawson Road for one of their exhibits and the Thurston Drive Park for another historic as well as an artistic exhibit, along with the associated insurance coverage costs to be borne by the Municipality;

BE IT RESOLVED that a legal Right of Way agreement be drafted to provide for this installation to be located on Municipal lands, including provisions for insurance coverage by the Municipality, with all associated costs to be allocated to the In-Kind commitment made in Council's Resolution #2021-029.

**CARRIED**

**Prov. of MB - Bulletin #2021-57 to 60**

Received as information.

**Ste. Anne Library - 2020 Audited Financial Statements**

Received as information.

**PLANNING & DEVELOPMENT**

**Fees & Charges By-Law 07-2011 - Schedule "A" Update**

Tabled to the December 7, 2021 Committee of the Whole Meeting

**Permit #142-21 - Home Industry - Wave Rentals**

2021-492

Councillor Wery

Councillor Ingles

BE IT RESOLVED that Permit #142-21 for a Home Industry, being a rental business named Wave Rentals providing snow and water sports rental services, to a maximum of ten units, be approved subject to meeting the Home Industry requirements.

**CARRIED**

**Permit #143-21 - Commercial Powder Coating Shop - Prairie Accent**

2021-493

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED that Permit #143-21 for a commercial shop for powder coating be approved as presented to Council and subject to all of the requirements of the Plan Review.

**CARRIED**

**Town of Ste. Anne - Calvin Street Development - Request to Accept Run-Off**

2021-494

Councillor Ingles

Councillor Sarrasin

WHEREAS River Lots 58 and 59 in the Parish of Ste. Anne within the Town of Ste. Anne are being developed from farm land to an urban development;

AND WHEREAS the engineering consultant WSP has prepared the Lot Grading and Servicing Plan for the subject development known as Calvin Street Development and is requesting that the RM of Ste. Anne accepts the runoff from this development;

AND WHEREAS the Municipal Engineer has reviewed the proposed design plans and has no concerns regarding the proposed design;

BE IT RESOLVED that the RM accepts the runoff from the Calvin Street Development.

**CARRIED**

**November Permit Report**

Received as information.

**Planning Queue**

Received as information.

**RM of Taché - Notice of Zoning By-Law Amendment - By-Law# 13-2021**

Received as information.

**BY-LAWS – None.**

**DEPARTMENT MANAGER REPORTS**

**Town of Ste. Anne - October 2021 Fire Report**

Received as information.

**RCMP - Occurrence Statistics - July 1 to September 30, 2021**

Received as information.

**Municipal Emergency Coordinator's Report to November 2021**

Tabled to the December 7, 2021 Committee of the Whole Meeting.

**COMMITTEE REPORTS & MINUTES – None.**

**NOTICE OF MOTION / PETITIONS – None.**

**CONSENT AGENDA**

2021-495

Councillor Ingles

Councillor Wery

BE IT RESOLVED that the consent agenda consisting of the following 13 items be adopted as circulated:

AMM - Various Correspondence

FCM - Various Correspondence

Steinbach Chamber of Commerce - The Bottom Line

MB Emergency Measures Organization - Water Availability and Drought Conditions Report - October 2021

Winnipeg Symphony Orchestra - Holiday Watch Party

CN Recognized for Sustainability Leadership

LUD of Richer Communities in Bloom - October 20, 2021 Minutes

Muniware joins the MuniSight Family

Steinbachonline - Ste. Anne gets Speed Reader

Manitoba Association of Watersheds - 2021 Manitoba Watersheds Conference

International Institute for Sustainable Development & Eco-West - Funding Sources Webinar

Environment and Climate Change Canada's Lake Winnipeg Basin Office - Wastewater Treatment Webinar

Statistics Canada - 2021 Census

**CARRIED**

**IN CAMERA**

2021-496

Councillor Ingles

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**

2021-497

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**

**HEARINGS - 11:00 am**

2021-498

Councillor Ingles

Councillor Eros

BE IT RESOLVED that Council recess this regular meeting and go into public hearings at 11:02 am.

**CARRIED**

**Conditional Use #12-21 - Aggregate Extraction Operation**

At 11:03 am the Reeve called to order the Public Hearing for Conditional Use Order #12-21 to establish an aggregate extraction operation to extract aggregate materials, namely sand and gravel over the course of 2-5 years on SE 10-7-7E, in an area zoned Rural Mixed, reconvening the Hearing adjourned on November 17, 2021.

The Interim Acting CAO read the notice.

The Provincial Technical Review Report was summarized:

- MB Agriculture does not object but notes the possible conditions of approval contained in our Development Plan and expresses that all lands disturbed by aggregate extraction activities should be rehabilitated to a state consistent with surrounding lands;
- MB Infrastructure does not object but notes concerns related to drainage and traffic on PR 210 and requires written confirmation from the developer regarding these concerns;
- MB Historic Resources Branch has no concerns but must be contacted should any heritage resources be encountered when conducting these activities;
- MB Mines Branch has no concerns;
- MB Conservation and Climate, Drainage and Water Rights Licensing Branch expresses that the natural drain found on this section must not be altered unless an approved water control works license has been issued;
- MB Conservation and Climate Water Use has no concerns however if there is any dewatering activity or this operation requires any use of water, the developer must contact them to discuss licensing, permits or possible approvals required;
- BellMTS has no concerns.

No additional members of the public made presentations in favor or in objection to the proposal.

The applicant did not have any additional comments in response to the Provincial Technical Review Report.

**Conditional Use #13-21 - Garden Suite**

At 11:08 am the Reeve called to order the Public Hearing for Conditional Use Order #13-21 to establish a garden suite on 43084 Road 42E in an area zoned Natural Environment.

The Interim Acting CAO read the notice.

The applicant made a presentation in favour of the proposal.

No other members of the public made presentations in favour or in objection to the proposal.

**OUT OF HEARING**

2021-499

Councillor Wery

Councillor Ingles

BE IT RESOLVED that this meeting reconvene into regular session at 11:13 am.

**CARRIED**



**Conditional Use #12-21 - Aggregate Extraction Operation**

2021-500

Councillor Wery

Councillor Ingles

WHEREAS a Public Hearing was held for Conditional Use Order #12-21 to establish an aggregate extraction operation to extract aggregate materials on SE 10-7-7E;

BE IT RESOLVED that Conditional Use Order #12-21 be approved on the following conditions, among others:

1. That the property owner enter into a Development Agreement with the Municipality to address:
  - a. the development of the undeveloped Government Road Allowance,
  - b. road maintenance,
  - c. dust control,
  - d. noise control,
  - e. haul routes,
  - f. the rehabilitation strategy including a letter of credit related to proposed rehabilitation works,
  - g. deadlines for the rehabilitation after active work ceases,
  - h. hours of operation, and
  - i. protection of the natural watercourse that lies to the West of the proposed extraction site;
2. That the aggregate fees be paid in accordance with the Municipality's Aggregate Fees By-Law;
3. That the applicant provide copies to the Municipality of the correspondence with Manitoba Infrastructure regarding satisfactory completion of Manitoba Infrastructure's requirements;
4. That the applicant provide copies to the Municipality of correspondence with the Historic Resources Branch, if applicable;
5. That the applicant provide copies to the Municipality of the licenses/permits, if dewatering activities or any use of water results in the requirements of licensing or permits under the Water Rights Act;

BE IT FURTHER RESOLVED that Permit #107-21 be approved on condition that the operation adhere to the setback requirements established in the Mines and Minerals Act - Quarry Regulation, 1992(MR 65/92, Section 43(1).

**CARRIED**

**Conditional Use #13-21 - Garden Suite**

2021-501

Councillor Eros

Councillor Sarrasin

WHEREAS a Public Hearing was held for Conditional Use Order #13-21 to allow for a garden suite on 80-acre property addressed 43084 Road 42E at SE 12-8-7E, zoned Natural Environment;

BE IT RESOLVED that Conditional Use Order #13-21 be approved on the following conditions:

1. That the required permit(s) be obtained for the garden suite unit in accordance with the Zoning and Building By-Laws;
2. That the property owner enter into a development agreement regarding the garden suite;
3. That the Development Agreement be registered on Title by a Municipal Agent;
4. That the required Development Permit be obtained for the hobby farm; and
5. That the property owner be responsible for the Development Agreement registration cost.

**CARRIED**

**IN CAMERA**

2021-502

Councillor Wery

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**

2021-503

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**

**Office Staffing Needs**

2021-504

Councillor Wery

Councillor Eros

BE IT RESOLVED that 3 public works and 1 office summer student positions be approved for 2022 to be remunerated in accordance with the municipal salary scale.

BE IT FURTHER RESOLVED that a 6-month Term Full-time Administrative Assistant position with a communications focus be authorized, with the position to have a start date of January 4, 2022, to be remunerated in accordance with the municipal salary scale.

**CARRIED**

**ADJOURNMENT**

2021-505

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that this regular meeting be adjourned at 12:05 pm.

**CARRIED**

**NEXT MEETING(s)**

Regular Evening Meeting

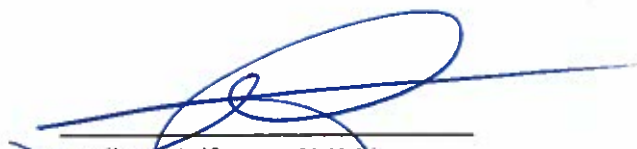
December 15, 2021 @ 6:00 pm

Regular Day Meeting

January 12, 2022 @ 9:00 am



Paul Saindon  
Reeve

  
Nadine Vielfaure, CMMA  
Interim Acting Chief Administrative Officer