



# STE. ANNE MUNICIPALITY

## **Council Meeting Minutes April 13, 2022 - 09:00 AM**

Regular Meeting of Council held virtually rather than in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on April 13, 2022.

Reeve Paul Saindon called the meeting to order at 9:12 am by acknowledging that we are located on ancestral lands.

Also in attendance virtually were Councillors Sarah Normandeau, Jake Reimer, Brent Wery, Brad Ingles, Robert Sarrasin and Randy Eros. Acting Chief Administrative Officer Valorie Unrau, Assistant CAO Nadine Vielfaure and Executive Assistant Tiana Bohemier were also present.

The meeting was physically closed to the general public but was otherwise recorded and conducted via live-streaming due to a major weather event.

### **ADOPTION OF AGENDA**

2022-132

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT the agenda for the regular meeting of April 13, 2022 be adopted as circulated and amended.

**CARRIED**

### **ADOPTION OF MINUTES**

2022-133

Councillor Wery

Councillor Reimer

BE IT RESOLVED THAT the March 23, 2022 regular meeting minutes be adopted as circulated.

**CARRIED**

### **FINANCE**

#### **Cheque Listing**

2022-134

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED that the following cheques numbered # 20220399 - #20220504 (inclusive) in the amount of \$238,034.95 be approved for payment.

**CARRIED**

#### **Financial Statements**

2022-135

Councillor Ingles

Councillor Eros

BE IT RESOLVED that the Financial Statement for the period ending March 31, 2022 be approved and adopted as presented.

**CARRIED**

**2021 Final Unaudited Financial Statements**

2022-136

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT the Unaudited Financial Statements for the period ending December 31, 2021 be adopted as presented.

**CARRIED**

**MUNICIPAL DELEGATE REPORTS**

22-04-06 - Manitoba Sustainable Energy Conference - Councillor Brad Ingles

**UNFINISHED BUSINESS**

**AMM Resolution #08-2020 regarding Protecting Citizens Defending their Property.**

Received as information.

**DELEGATION(S)**

**9:30 AM - Norm Lavack - Pioneer Project**

Postponed to a future meeting of Council.

**NEW BUSINESS**

**MB 2022 Wildfire Preparedness Seminar**

2022-137

Councillor Ingles

Councillor Eros

BE IT RESOLVED THAT Richer Fire Chief Chris Wilkins, Municipal Emergency Coordinator Chrissy Bohemier, and staff as available, be authorized to attend the virtual Manitoba 2022 Wildfire Preparedness Seminar, being a half-day session to be held on a date yet to be determined, with all associated costs to be paid.

**CARRIED**

**Connecting Critical Linkages for Effective Communication**

Received as information.

**Manitoba Good Roads Association - Construction and Work Zone Signage**

Received as information.

**Province of Manitoba - Bulletin #2022-10 to 2022-12**

Received as information.

**AMM Member Advisory - Bills 33 and 34**

Received as information.

**AMM Member Advisory - Assistance for Ukraine**

Received as information.

**Manitoba Association of Emergency Coordinators - Renewal**

Received as information.

**Giroux Crew Chief Appointment**

2022-138

Councillor Wery

Councillor Normandeau

WHEREAS Giroux Fire Crew Chief Mike Hornan resigned effective December 31, 2021;

BE IT RESOLVED THAT Lynn Plett be appointed Giroux Fire Crew Chief retroactive to January 1, 2022.

**CARRIED**

**Council Member Appointments**

2022-139

Councillor Wery

Councillor Ingles

BE IT RESOLVED THAT Council confirm the council member appointments to various committees and other organizations as presented on the attached document, to be included as Appendix 'A' to this meeting's Minutes.

**CARRIED**

**MB Hydro - Natural Gas Request for Approval**

2022-140

Councillor Eros

Councillor Wery

BE IT RESOLVED THAT the CAO be authorized to review and approve current and future Manitoba Hydro Proposed Gas Works in the RM of Ste. Anne.

**CARRIED**

**Bursary - RM of Ste. Anne Graduate**

2022-141

Councillor Normandeau

Councillor Wery

WHEREAS for a number of years the RM of Ste. Anne has been providing bursaries to one student residing in the RM of Ste. Anne per high school, per year, enrolling in post-secondary education;

AND WHEREAS this grant is awarded to the student deemed most deserving by the school and awarded upon proof of enrollment in post-secondary education being submitted to the student;

AND WHEREAS the preliminary 2022 Financial Plan includes provisions for an increase in the bursary amount;

BE IT RESOLVED THAT the RM of Ste. Anne Graduation Bursary amount be increased to \$500.00.

**CARRIED**

**2022 Spring Conditions Seminar**

2022-142

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT Municipal Emergency Coordinator Chrissy Bohemier be authorized to have attended the 2022 Spring Conditions Seminar held virtually on March 8, 2022

**CARRIED**

**PLANNING & DEVELOPMENT**

**Subdivision File #4175-21-8415 - Danish - Geotechnical Report Approval**

2022-143

Councillor Sarrasin

Councillor Ingles

WHEREAS Subdivision Application #4175-21-8415 was conditionally approved on July 14, 2021; and

WHEREAS condition #3 of Resolution #2021-300 required the applicant to provide a geotechnical report establishing maximum subgrade foundation elevations for the newly created lots; and

WHEREAS the applicant provided a geotechnical report prepared by Trek Geotechnical dated December 9, 2021; and

WHEREAS based on the geotechnical report provided, the municipal engineer recommends the following elevation restriction: "that the top of the foundation footing of residences on this property must be no lower than 5 ft (1.524 m) below prairie level/ the established benchmark";

BE IT RESOLVED that the said elevation restriction be established on the two newly created lots of Subdivision File #4175-21-8415.

**CARRIED**

**Subdivision File #4175-21-8416 - Mondor - Geotechnical Report Approval**

2022-144

Councillor Sarrasin

Councillor Wery

WHEREAS Subdivision Application #4175-21-8416 was conditionally approved on September 22, 2021; and

WHEREAS condition #3 of Resolution #2021-399 required the applicant to provide a geotechnical report establishing maximum subgrade foundation elevations for the newly created lot; and

WHEREAS the applicant provided a geotechnical report prepared by Trek Geotechnical dated December 22, 2021; and

WHEREAS based on the geotechnical report provided, the municipal engineer recommends the following elevation restriction: "that the top of the foundation footing of residences on this property must be no lower than 3 ft (1m) below prairie level/ the established benchmark";

BE IT RESOLVED that the said elevation restriction be established on Proposed Lot 1 of Deposit #0090/2022.

**CARRIED**

**Permit Report - March 2022**

Received as information.

**RM of Hanover - Notice of Zoning By-law Amendment (BL#2532-22) - Agriculture, Indoor**

Received as information.

**BY-LAWS**

**By-law #02-2022 - Use of Municipal Resources during an Election - 2nd Reading**

Tabled to the April 27th, 2022 Council meeting.

**By-Law #08-2021 - Zoning By-Law Amendment - 2nd Reading**

Tabled to the April 27th, 2022 Council meeting.

**DEPARTMENT MANAGER REPORTS**

**Steinbach Fire Report - March 2022**

Received as information.

**By-law Enforcement Report - March 2022**

Received as information.

**Richer Fire Chief's Report for March 2022**

Received as information.

**COMMITTEE REPORTS & MINUTES**

**LUD of Richer Committee Meeting - April 6, 2022**

2022-145

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED THAT the LUD of Richer Committee meeting minutes of April 6, 2022 be received as presented;

BE IT FURTHER RESOLVED THAT Council approve the Committee's recommendations outlined in their Resolutions #LUD-2022-33 regarding authorizing the Operations Manager to coordinate the Town Clean-up event.

**CARRIED**

**Zoning By-law Review Steering Committee Meeting - April 7, 2022**

Received as Information.

**Municipal Silica Sand Advisory Committee - Update**

Received as information.

**Committee of the Whole Meeting - April 12, 2022**

**#CotW-22-14 - Elections Officials - Remuneration and Compensation**

2022-146

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED THAT Council authorize the following Rates of remuneration (rates inclusive of mileage) for the 2022 General Election:

- Voting Officials: \$275.00/full day;
- Assistant Voting Officials and Other Workers: \$225.00/full day;
- Training for all Officials and Other Workers: \$75.00/event;

BE IT FURTHER RESOLVED THAT Council authorize up to a total of \$1,000.00 for food and beverages to be provided to the above individuals on training and election days.

**CARRIED**

**#CotW-22-15 -Professional Services for By-law Drafting**

2022-147

Councillor Sarrasin

Councillor Ingles

WHEREAS some of the RM of Ste. Anne by-laws need to be reviewed and modernized;  
AND WHEREAS a Provincial Offenses Act By-law is required among others, in order to comply with changes to provincial legislation and facilitate the enforcement of municipal by-laws;

BE IT RESOLVED THAT Council authorize the CAO to obtain quotations from legal professional and also to select the appropriate firm to begin this by-law drafting and review process;

BE IT FURTHER RESOLVED THAT a maximum budget of \$10,000 be set for these professional by-law review services.

**CARRIED**

**#CotW-22-16 -MWSB - Wastewater Feasibility Study**

2022-148

Councillor Eros

Councillor Wery

WHEREAS the Council is constantly planning for future development and growth in the RM of Ste. Anne while balancing sustainable and eco-friendly practices to ensure the safety and viability of our communities;

AND WHEREAS planning new wastewater management and treatment options is critical to future development and growth;

THEREFORE BE IT RESOLVED THAT the Council of the RM of Ste. Anne request assistance from the Manitoba Water Services Board to conduct a feasibility study to address wastewater management and treatment options.

**CARRIED**

**#CotW-22-17 -Gravel Tender Bids**

2022-149

Councillor Reimer

Councillor Ingles

BE IT RESOLVED THAT Council accept the following bids for the 2022 RM of Ste. Anne Graveling Program, as quoted:

- Barkman Cartage at \$14.60/yd for Zone 1
- Gauthier Soil at \$14.20/yd for Zone 2 and \$14.15 for Zone 3
- Diamond Construction at \$4.15/yd for Zone 4

**CARRIED**

**#CotW-22-18 -Excavator Rental - Snow Ditching**

2022-150

Councillor Ingles

Councillor Wery

BE IT RESOLVED THAT Council approve payment to RVP Ltd. for an additional 69 hours of Excavator Rental (in the amount of \$3,955.88) and damage repairs (yet to be determined) to their machine used to complete our 2022 Snow Ditching program.

**CARRIED**

**#CotW-22-19 -Mid Canada Snow Conference 2022**

2022-151

Councillor Wery

Councillor Eros

BE IT RESOLVED THAT Council authorize Operations Manager Kevin Medeiros to obtain an annual membership to the American Public Works Association's Manitoba Chapter; and BE IT FURTHER RESOLVED THAT Council authorize the Operations Manager to attend the 2022 Mid Canada Snow Conference being held on October 27-28, 2022 being held at the Victoria Inn in Winnipeg MB.

**CARRIED**

**#CotW-22-20 -2022 Ram 2500**

2022-152

Councillor Reimer

Councillor Sarrasin

BE IT RESOLVED THAT Council authorize the purchase of a 2022 Dodge Ram 2500 Tradesman 4x4 Truck, as included in the 2022 preliminary financial plan, for a total cost of \$50,518.72, including taxes, payable to Steinbach Dodge Chrysler Jeep Ram;

BE IT FURTHER RESOLVED THAT Council authorize associated costs for safety and other accessories required to put this vehicle into service, as well as a snow plow attachment provided in the 2022 financial plan.

**CARRIED**

**#CotW-22-21 - Asphalt Prices Update**

2022-153

Councillor Wery

Councillor Eros

BE IT RESOLVED THAT Council award the contract for the three asphalt projects in the RM of Ste. Anne included in the 2022 Financial Plan, being Lanctot Drive, the HWY #1E Service Road in the LUD of Richer, and Traverse Road, to Maple Leaf Construction Ltd. for a total cost of \$303,900 in accordance with their quotation dated April 8, 2022, pending financial plan approval; and

BE IT FURTHER RESOLVED that Council authorize the Operations Manager to make the necessary arrangements for line painting to be completed along with other related work as required, with associated costs to be paid.

**CARRIED**

**#CotW-22-22 - Promotional Videos**

2022-154

Councillor Wery

Councillor Eros

BE IT RESOLVED THAT Council authorize any Council and staff member willing to work with Jeremy Wiens on promoting our municipality through a series of promotional videos, with no compensation for elected officials' participation.

**CARRIED**

**#CotW-22-23 - Napier Emergency Consulting - Agreement Renewal**

2022-155

Councillor Wery

Councillor Sarrasin

WHEREAS Resolution #2021-083 renewed the previous Agreement with Napier Emergency Consulting from April 1, 2021 to March 31, 2022;

BE IT RESOLVED THAT Council authorize a further extension of the Agreement with Napier Emergency Consulting from April 1, 2022 to March 31, 2023 for a total of \$4,000 plus GST.

**CARRIED**

**#CotW-22-24 - AllNet Staff Training Day**

2022-156

Councillor Wery

Councillor Reimer

BE IT RESOLVED That Council authorize a full day's training session with AllNet Meetings and AllNet Connect for applicable staff members and MEC for an estimated cost of \$562.50, with association training day costs to be paid;

BE IT FURTHER RESOLVED THAT Council authorize the CAO to close the office to the public during this training event, as required.

**CARRIED**

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

**CONSENT AGENDA**

2022-157

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that the consent agenda consisting of the following 16 items be adopted as circulated:

AMM - Various Correspondence

FCM - Various Correspondence

Steinbach Chamber of Commerce - The Bottom Line  
Southeast Commerce Group  
Province of Manitoba - Legislative Amendments - Planning  
Shared Health - March 15, 2022 Meeting Highlights  
Telecommunications Alliance - New 584 Area Code in MB  
Eastman Tourism  
MB EMO - 2022 Spring Flood Presentation  
Earth Day  
Climate West  
AMM Western Financial  
Clean Farms  
Steinbachonline.com - Gravel Roads are Heaving in the RM of Ste. Anne  
Manitoba EM Quarterly - Issue 01 - March 2022  
Steinbachonline.com - PW Department's New Equipment

**CARRIED**

**IN CAMERA**

At 10:32 am Assistant CAO Nadine Vielfaure and Executive Assistant Tiana Bohemier left the meeting. Ernie Epp of Way-to-Go Consulting joined Council In Camera.

2022-158

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED that Council move In Camera to discuss By-law Enforcement and Personnel Matters in accordance with Section 152(3) of *The Municipal Act*.

**CARRIED**

Ernie Epp of Way-to-Go Consulting left the meeting at 11:00 am.

**OUT OF CAMERA**

2022-159

Councillor Eros

Councillor Normandeau

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**

At 11:00 am Assistant CAO Nadine Vielfaure and Executive Assistant Tiana Bohemier rejoined the meeting.

**HEARINGS**

2022-160

Councillor Wery

Councillor Ingles

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use Application #05-22 and By-law #05-2021 being a Zoning By-law Amendment at 11:00 am.

**CARRIED**



**HEARINGS ADJOURNED**

2022-161

Councillor Ingles

Councillor Normandeau

WHEREAS weather conditions on this day have prevented an open public meeting to be held physically in Council Chambers as advertised on the Notice of Public Hearing for the following files:

- Conditional Use Order #05-22, to permit the additional use of contractors' establishment with outdoor storage, namely the manufacturing of buildings on site, to be moved-off site once completed and further to permit the additional use of Cryptocurrency Mining on 42070 Road 34E, in an area zoned Highway Commercial.
- By-Law #08-2021 to allow for Keeping of Animals, Hobby Poultry and Bee Keeping in various Zones subject to various conditions.

BE IT RESOLVED THAT these Hearings be adjourned to the April 27, 2022 regular meeting of Council at 7:00 pm and that this meeting reconvene into regular session at 11:04 am.

**CARRIED**

**Personnel Matters**

2022-162

Councillor Sarrasin

Councillor Wery

BE IT RESOLVED THAT Council accept the resignation of Jennifer Gilmore effective March 31, 2022;

BE IT FURTHER RESOLVED THAT the Reeve and Acting CAO be authorized to execute the required personnel documents as presented during In Camera discussions.

**CARRIED**

Council recessed from 11:09 am until 1:09 pm.

**FINANCIAL PLAN PUBLIC HEARING**

2022-163

Councillor Normandeau

Councillor Wery

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearings at 1:09 pm.

**CARRIED**

**Hearing Adjourned**

2022-164

Councillor Eros

Councillor Normandeau

WHEREAS weather conditions on this day have prevented an open public meeting to be held physically in Council Chambers as advertised on the Notice of Public Hearing;

BE IT RESOLVED that this 2022 Financial Plan Public Hearing be adjourned to the regular Council meeting on April 27, 2022 at 6:00 pm and that this meeting reconvene into regular session at 1:12 pm.

**CARRIED**

**IN CAMERA**

At 1:13 pm Assistant CAO Nadine Vielfaure and Executive Assistant Tiana Bohemier left the meeting. Ernie Epp of Way-to-Go Consulting joined Council In Camera.

2022-165

Councillor Eros

Councillor Normandeau

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

**CARRIED**

Ernie Epp of Way-to-Go Consulting left the meeting at 3:00 pm.

**OUT OF CAMERA**

2022-166

Councillor Wery

Councillor Normandeau

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**

At 3:00 pm Assistant CAO Nadine Vielfaure and Executive Assistant Tiana Bohemier rejoined the meeting.

**ADJOURNMENT**

2022-167

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED that this regular meeting be adjourned at 3:07 pm.

**CARRIED**

**NEXT MEETING(s)**

Regular Evening Meeting

Regular Day Meeting

April 27, 2022@ 6:00 pm

May 11, 2022 @ 9:00 am



Paul Saindon  
Reeve



Valorie Unrau, CMMA  
Acting Chief Administrative Officer