



# STE. ANNE MUNICIPALITY

## Council Meeting Minutes September 28, 2022 - 06:00 PM

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on September 28, 2022.

### CALL TO ORDER 6:00 PM

Reeve Paul Saindon called the meeting to order at 6:05 pm 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.

### ATTENDANCE

COUNCIL MEMBER	IN ATTENDANCE	ABSENT
PAUL SAINDON, REEVE	X	
SARAH NORMANDEAU, WARD 1		X
JAKE REIMER, WARD 2	X	
BRENT WERY, WARD 3	X	
BRAD INGLES, WARD 4	X	
ROBERT SARRASIN, WARD 5	X	
RANDY EROS, WARD 6	X	

Also in attendance were:

- Chief Administrative Officer, Mike McLennan
- Legislative Officer, Nadine Vielfaure (virtually)
- Development Officer, Irina Poplavski

### ADOPTION OF AGENDA

2022-444

Councillor Reimer

Councillor Ingles

BE IT RESOLVED THAT the agenda for the regular meeting of September 28, 2022, be adopted as circulated and amended to add a matter In Camera.

**CARRIED**

### ADOPTION OF MINUTES

2022-445

Councillor Reimer

Councillor Sarrasin

BE IT RESOLVED THAT the September 14, 2022, regular meeting minutes be adopted as circulated.

**CARRIED**

**FINANCE**

**Cheque Listing**

2022-446

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED THAT the following cheques numbered #20221282 – #20221347 (inclusive) in the amount of \$518,338.95 be approved for payment.

**CARRIED**

**Grant Requests**

2022-447

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT Council approve the following grant requests, pending budget restrictions:

- a Silver (\$300) sponsorship for the 2022-2023 Ste Anne Curling Club Program; and
- up to \$100 worth of merchandise for the Club Jovial's 35th anniversary dinner door prize.

**CARRIED**

**HEARINGS**

Tabled until the scheduled Hearing time.

**DELEGATION(S)**

Tabled until the scheduled Delegation time.

**MUNICIPAL DELEGATE REPORTS**

**22-09-22 - Southeast Manitoba Regional Transit Initiative - Councillor Brad Ingles**

2022-448

Councillor Eros

Councillor Wery

WHEREAS Resolution #2022-406 authorized "a Council member, the CAO, or alternate staff member" to attend the Southeast Manitoba Regional Transit Initiative Meeting held on September 22, 2022, in Steinbach or virtually;

AND WHEREAS Councillor Brad Ingles and Reeve Paul Saindon both attended the event in Steinbach;

BE IT RESOLVED THAT Council authorize the remuneration of indemnities and expenses for Councillor Brad Ingles and Reeve Paul Saindon to have attended the Southeast Manitoba Regional Transit Initiative Meeting held on September 22, 2022, in Steinbach.

**CARRIED**

**UNFINISHED BUSINESS – None.**

**NEW BUSINESS**

**Province of Manitoba - Bulletin #2022-27 to 31**

Received as information.

**AMM - 2022 Fall Convention - Meeting with RCMP & Updates**

Received as information.

**Elected Official Orientation Day**

Tabled.

**Credit Card Holder Change**

2022-449

Councillor Ingles

Councillor Eros

BE IT RESOLVED THAT:

1. the corporation (RM of Ste. Anne) delegate to the persons identified below the authority to enter into an agreement in order to request the issuance of one or more Desjardins credit cards (the "cards"), including renewal thereof upon expiry and replacement thereof as needed, with the credit limit(s) granted by the Fédération des caisses Desjardins du Québec (the "Federation");
2. the corporation be indebted to the Federation for amounts advanced and for any other debts related to use of the cards and any product related thereto, including for amounts that may exceed the applicable credit limit(s), as well as for the applicable fees and interest;
3. the corporation undertake to ensure that the cards are used in accordance with the terms and conditions of the Federation's variable credit agreement that accompanies them and to assume liability for all debts and obligations that may result from failure to comply with such terms;
4. the persons identified below be authorized to sign any document that is useful or necessary to give full effect to this resolution, and to request any change to the issued cards, including any increase of the credit limit(s) and that they have all of the rights and powers required to manage and use the card account;
5. the persons identified below may indicate to the Federation the persons responsible for managing the card account, including the designation and withdrawal of the company's representatives who are authorized to obtain a card, the distribution and amendment of the authorized credit limits, and the addition and withdrawal of options related to the card, if any;

Name of delegated persons (persons authorized to manage the account):

- Chief Administrative Officer Mike McLennan
- Finance Officer Tiana Bohemier

6. the Federation may consider this resolution to be in effect until it receives written notice that it has been amended or repealed.

BE IT FURTHER RESOLVED THAT the RM of Ste. Anne authorize the following employees to be cardholders, with a credit limit not to exceed \$10,000, to be reduced at the CAO's discretion:

- Chief Administrative Officer Mike McLennan
- Operations Manager Kevin Medeiros
- Fire Chief Chris Wilkins.

**CARRIED**

**HEARINGS - 6:30 pm**

The Reeve read the procedures for Public Hearings;

The CAO confirmed that the notification requirements of the Planning Act have been met for all Hearings on the September 28, 2022 Council Meeting Agenda.

**IN HEARING - Conditional Use #12-22 - Gravel Extraction Operation - Harel's Sand & Gravel**

2022-450

Councillor Ingles

Councillor Eros

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use Order #12-22 to establish an aggregate extraction operation at NE & SE 2-7-7E in an area zoned Agriculture, at 6:33 pm.

**CARRIED**

The applicant, Armand Harel, did not attend the public hearing.

The Technical Review Report from Manitoba Municipal Relations was received.

Comments from the Rural Municipality of La Broquerie were received.

Comments from Astrid De Jong were received.

Tammy Funk made a presentation in objection of the proposal.

Councillor Normandeau joined the meeting at 6:42 pm, during the presentation by Tammy Funk.

No other members of the public made presentations regarding the proposal.

**OUT OF HEARING - CU #12-22 - Gravel Extraction Operation - Harel's Sand & Gravel  
2022-451**

Councillor Wery

Councillor Normandeau

BE IT RESOLVED THAT the Hearing for Conditional Use Order #12-22 be closed and that this meeting reconvene into regular session at 6:50 pm.

**CARRIED**

**IN HEARING Conditional Use #18-22 - Garden Suite - Trudel/Cove**

2022-452

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use #18-22 to allow a garden suite on 46073 Road 38E, SW 28-8-7E, zoned Rural Mixed, at 6:51 pm.

**CARRIED**

The applicant, Matt Trudel, attended virtually to answer any questions Council may have regarding the application.

No presentations from members of the public were received.

**OUT OF HEARING - Conditional Use #18-22 - Garden Suite - Trudel/Cove**

2022-453

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED THAT the Hearing for Conditional Use #18-22 be closed and that this meeting reconvene into regular session at 6:52 pm.

**CARRIED**

**Conditional Use #18-22 - Garden Suite Trudel/Cove**

2022-454

Councillor Eros

Councillor Normandeau

WHEREAS a Public Hearing was held for Conditional Use Order #18-22 to allow for a garden suite on 35.07-acre property addressed 46073 Road 38E at SW 28-8-7E, zoned Rural Mixed;

BE IT RESOLVED THAT Conditional Use Order #18-22 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; and
4. That the property owner be responsible for the registration cost.

**CARRIED**

**Conditional Use #12-22 - Gravel Extraction Operation - Harel's Sand & Gravel**

**TABLED.**

**DELEGATION(S)**

At 7:01 pm, Jacob Halon of the Food Cycle Science Corporation attended the meeting virtually in order to make a presentation to Council regarding a pilot project aiming to divert organic waste from landfills through their composting program.

**NEW BUSINESS (Continued)**

**Mitigation and Preparedness Program**

2022-455

Councillor Ingles

Councillor Eros

WHEREAS the Province of Manitoba's Mitigation and Preparedness Program under Manitoba Emergency Measures Organization (MB EMO) is an optional program to assist municipalities to mitigate against future disasters;

AND WHEREAS the RM of Ste. Anne incurred significant damages to our infrastructure during the Spring 2022 various rainfall events;

AND WHEREAS Disaster Financial Assistance (DFA) Claim is being filed with MB EMO;

AND WHEREAS the RM of Ste. Anne has included various drainage projects in our strategic long-term planning to mitigate against flooding, and improve overall drainage and infrastructure quality;

BE IT RESOLVED THAT Council authorize an application be made to the Mitigation and Preparedness Program, with the reimbursable DFA deductible to be invested in the proposed drainage improvement project on Road 39E, between Road 38E and PR 311, with the goal of minimizing overland flooding in this area by increasing storage capacity and flow in the drainage ditch along Road 39E.

**CARRIED**

**Policy #16-ADMIN - Use of LUD Hall for Non-Municipal Purposes - Temporary Policy**

2022-456

Councillor Wery

Councillor Ingles

BE IT RESOLVED THAT Council approve Policy #16-ADMIN with the following amendment:

- That there be no fees or damage deposit requirements;

BE IT FURTHER RESOLVED THAT Administration be authorized to make minor changes to the Rental Agreement and Liability Waiver forms as required without changing the intent as presented.

**CARRIED**

**Request to Cancel October 5, 2022 Council Meeting**

2022-457

Councillor Wery

Councillor Ingles

BE IT RESOLVED THAT the October 5, 2022, regularly scheduled Day Council Meeting be cancelled.

**CARRIED**

**PLANNING & DEVELOPMENT**

**Subdivision Application # 4175-22-8707 - NW 1-8-7E - Waldner**

2022-458

Councillor Ingles

Councillor Normandeau

WHEREAS Council has reviewed the Subdivision File #4175-22-8707 Report to Council proposing to create two additional 5-acre hobby farm lots from the current 80 acre lot held under CT #2897481 on NW 1-8-7E in an area designated Rural Natural Area and zoned Natural Environment;

BE IT RESOLVED THAT Subdivision File #4175-22-8707 be approved on the following conditions:

1. That the applicant provide a copy of the Plan of Subdivision and a Building Location Certificate prepared by a Manitoba Land Surveyor including information on the area size of each lot;
2. That the applicant obtain any necessary variations;
3. That the applicant provide a geotechnical report prepared by a geotechnical engineer including information on the soil stratigraphy, groundwater elevation, maximum recommended depth of excavation, soil strength, and recommendations on foundation design requirements and recommended construction methodology, for the 2 newly created building lots;
4. That the applicant provide an engineered drainage plan;
5. That any required easements be provided to the Municipality in form of Easement Agreements;
6. That the property owner enter into a development agreement with the Municipality addressing the required geotechnical report requirements as well as the construction of any municipal services if required, among others;
7. That the subdivision administrative fee of \$375 be required in accordance with By-Law 07-2011;
8. That a lot levy of \$1,500.00 per parcel created be required; and
9. That all costs including any legal and engineering costs incurred due to this subdivision be borne by the applicant.

**CARRIED**

**Permit#98-22 - Detached Garage & Repair Shop - Waldemar Beitler**

2022-459

Councillor Sarrasin

Councillor Reimer

BE IT RESOLVED THAT Permit #98-22 for a Home Industry, namely a mechanic shop providing small engine repair services for ATV's boats , motorcycles, lawnmowers, etc. at 41031 Road 47N, be approved as presented to Council subject to the following conditions:

- That the applicant meet all of the requirements of the Plan Review;
- That the applicant meet all of the Home Industry requirements;
- That the applicant install a fence, if required by the Municipality;
- That there be no parking on municipal roadways;
- That the hours of operation be set to 7:00 am to 9:00 pm.

**CARRIED**

**S/D #4175-21-8520 - Kleefeld Construction Ltd. - Storm Water Management Report**

2022-460

Councillor Wery

Councillor Normandeau

WHEREAS Subdivision File #4175-21-8520 to create four 5-acre hobby farm lots and two 70-acre residuals, was conditionally approved on March 9, 2022 by Resolution #2022-095, subject to various conditions; and

WHEREAS Manitoba Environment, Climate and Parks Water Control and Drainage Section required an engineered Subdivision Development Drainage Plan and requested that the Plan be accepted by the Municipality; and

WHEREAS the developer provided a Storm Water Management Report, prepared by WSP; and

WHEREAS Municipal Engineer KGS Group reviewed the Storm Water Management Report and recommended that an engineered lot grading plan is necessary because the Stormwater Management Plan prepared by WSP identifies that the proposed Lots rely on drainage passing through each other, which necessitates establishment of cross-property drainage easements through defined drainage swales;

THEREFORE BE IT RESOLVED THAT an engineered lot grading plan is required;

FURTHER BE IT RESOLVED THAT any required drainage easements along with associated plan of easement for drainage be provided by the developer; and

FURTHER BE IT RESOLVED THAT the developer enter into a development agreement with the Municipality to address the construction of any municipal services resulting from the engineered lot grading plan.

**CARRIED**

**RM of Taché - Copy of Conditional Use Order #24-22**

Received as information.

**RM of Taché - Notice of Development Amendment By-Law #12-2022**

Received as information.

**RM of Taché – Notice of Zoning By-Law Amendment By-Law #15-2022**

Received as information.

**BY-LAWS**

**By-law #08-2022 - Designated Officer By-law - 2nd Reading**

2022-461

Councillor Wery

Councillor Ingles

BE IT RESOLVED THAT By-Law #08-2022, being a by-law to establish the position of Designated Officers, be given second reading.

**CARRIED**

**By-Law #08-2022 - Designated Officer By-law - 3rd Reading**

2022-462

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED THAT By-Law #08-2022, being a by-law to establish the position of Designated Officers, be given third and final reading.

COUNCIL MEMBER	IN FAVOUR	OPPOSED	ABSTAIN	ABSENT
PAUL SAINDON, REEVE	X			
SARAH NORMANDEAU, WARD 1	X			
JAKE REIMER, WARD 2	X			
BRENT WERY, WARD 3	X			
BRAD INGLES, WARD 4	X			
ROBERT SARRASIN, WARD 5	X			
RANDY EROS, WARD 6	X			

**CARRIED**

**By-law #09-2022 - Aggregate Fee By-law - 1st Reading**

2022-463

Councillor Wery

Councillor Sarrasin

BE IT RESOLVED THAT By-Law #09-2022, being a by-law to prescribe Aggregate Fees, be given first reading.

**CARRIED**

**Fees & Charges By-Law #07-2011 - Fees Schedule Update**

2022-464

Councillor Normandeau

Councillor Reimer

BE IT RESOLVED THAT the Fees & Charges By-law #07-2011 Schedule "A" be revised as presented.

**CARRIED**

**DEPARTMENT MANAGER REPORTS**

**Chief Administrative Officer's Report**

Received as information.

**COMMITTEE REPORTS & MINUTES**

**Committee of the Whole Meeting - September 20, 2022**

2022-465

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT the September 20, 2022, Committee of the Whole meeting minutes be adopted as circulated.

**CARRIED**

**GPS Add on Text 2 Car - #CotW-2022-58**

2022-466

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT Council authorize a \$750 one-time activation fee for an upgrade to our Text-2-Car software, currently used by the Public Works Department, to enable additional reporting features, pending budgetary restrictions.

**CARRIED**

**PR 302 Service Road Paving Update - #CotW-2022-63**

2022-467

Councillor Wery

Councillor Normandeau

BE IT RESOLVED THAT Council proceed with the Highway #1E Service Road repaving project West of PR 302 understanding that Manitoba Transportation and Infrastructure (MTI) plan on closing the access to the TransCanada Highway to the west of this service road in the future; BE IT FURTHER RESOLVED THAT Council request from MTI a "Trucks Turning" Sign on Hwy #1E, to the West of the PR 302 and #1E intersection.

**CARRIED**

**Zoning By-law Review Steering Committee Meeting - September 22, 2022**

**Mutual Separation Distances**

Received as information.

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

**CONSENT AGENDA**

2022-468

Councillor Wery

Councillor Ingles

BE IT RESOLVED THAT the consent agenda consisting of the following 9 items be adopted as circulated.

AMM - Various Correspondence

FCM - Various Correspondence

Eastman Tourism - Updates

Steinbachonline.com - LUD of Richer Sidewalks

Accueil Kateri Centre Inc. - Minutes of August 24, 2022

CN In Your Community 2022 Report

Seine Rat Roseau Watershed District Minutes

Brandon Neighbourhood Renewal Corporation - Call for Proposals to address Homelessness

Southeast Commerce Group - Invitation

**CARRIED**



**IN CAMERA**

2022-469

Councillor Wery  
Councillor Ingles

BE IT RESOLVED THAT Council move In Camera at 8:46 pm to discuss By-law Enforcement Matters under Section 152(3) of *The Municipal Act*.

**CARRIED**

**OUT OF CAMERA**

2022-470

Councillor Wery  
Councillor Ingles

BE IT RESOLVED THAT this meeting reconvene into regular session at 9:05 pm 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**

**ADJOURNMENT**

2022-471

Councillor Sarrasin  
Councillor Reimer

BE IT RESOLVED THAT this regular meeting be adjourned at 9:06 pm.

**CARRIED**

**NEXT MEETING(s)**

Regular Evening Meeting  
Regular Day Meeting

October 19, 2022@ 6:00 pm  
November 9, 2022 @ 9:00 am



Paul Saindon  
Reeve



Mike McLennan  
Chief Administrative Officer

