



**Council Meeting Minutes
January 15, 2025 - 09:00 AM**

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road, Ste. Anne, MB, on January 15, 2025.

CALL TO ORDER 9:00 AM

Reeve Richard Pelletier called the meeting to order at 9:00 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.

ATTENDANCE

COUNCIL MEMBER	IN ATTENDANCE	ABSENT
RICHARD PELLETIER, REEVE	X	
SARAH NORMANDEAU, WARD 1	X	
KYLE WACZKO, WARD 2	X	
PATRICK STOLWYK, WARD 3	X	
BRAD INGLES, WARD 4	Via Phone	
ROBERT SARRASIN, WARD 5	X	
RANDY EROS, WARD 6	X	

Also in attendance were:

Chief Administrative Officer, Shelley Jensen
Legislative Officer, Nadine Vielfaure

ADOPTION OF AGENDA

2025-01

Councillor Normandeau

Councillor Stolwyk

BE IT RESOLVED THAT the agenda for the January 15, 2025, regular meeting be adopted as circulated and amended to include two additional Municipal Delegate Reports.

CARRIED

ADOPTION OF MINUTES

2025-02

Councillor Normandeau

Councillor Stolwyk

BE IT RESOLVED THAT the December 18, 2024, regular meeting minutes be adopted as circulated.

CARRIED

FINANCE

Cheque Listing

2025-03

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT the following cheques numbered #20241299 – #20250014 & EFT's #20240356-#202500040 (inclusive) in the amount of \$433,517.30 be approved for payment.

CARRIED

Financial Statements

2025-04

Councillor Eros

Councillor Stolwyk

BE IT RESOLVED THAT the Financial Statement for the period ending December 31, 2024, be approved and adopted as presented.

CARRIED

MUNICIPAL DELEGATE REPORTS

AMM Eastern Region Municipalities - South Sub-district - January 13, 2024

AMBM - Promotional Video - Reeve Richard Pelletier

Radio-Canada - Interview on U.S. Tariffs - Reeve Richard Pelletier

UNFINISHED BUSINESS – None.

NOTICE OF MOTION / PETITIONS – None.

COMMITTEE MINUTES AND MATTERS

Johnson Drain Meeting Request

2025-05

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT Council authorize the Reeve or Deputy Reeve to attend meetings with Provincial representatives regarding the Johnson Drain project as recommended by Committee of the Whole Resolution #CotW-2024-56.

CARRIED

Local Urban District of Richer Committee Meeting - January 8, 2025

2025-06

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT the January 8, 2025, LUD of Richer Committee meeting minutes be received as presented.

CARRIED

2025 Pathways Planning

2025-07

Councillor Stolwyk

Councillor Sarrasin

BE IT RESOLVED THAT Council authorize administration to apply to the Crown and to Manitoba Transportation and Infrastructure for the future installation of a Perimeter Pathway in NW 16-8-8E in the LUD of Richer, as per the LUD Committee's recommendation resolution #LUD-2025-06, with the funding of associated expenses to be tabled to 2025 budget deliberations.

CARRIED

DELEGATION(S) – None.

HEARINGS – None.

DEPARTMENT MANAGER REPORTS – None.

BY-LAWS

Fees & Charges By-law #2023-21 - Amendment - Tile Drainage Application Fees
Tabled to later in the meeting.

NEW BUSINESS

Government of Manitoba - News Releases
Received as information.

Province of Manitoba - Bulletin #2024-28 to 2024-32 & 2025-01
Received as information.

2025 MB Emergency Measures Organization - Workshops
Received as information.

City of Steinbach - Memorandum of Understanding - Fire Services
2025-08

Councillor Sarrasin
Councillor Stolwyk

WHEREAS the City of Steinbach and RM of Ste. Anne do not currently have an agreement for the protection of Fire Services within each other's jurisdiction;
AND WHEREAS the City of Steinbach is not a member of the Eastman Mutual Aid District;
AND WHEREAS there may be a situation where the City requires the Municipality's assistance, or vis versa, and so an understanding regarding the terms, conditions, and reimbursement of any associated expenses is required;

BE IT RESOLVED THAT Council authorize the City of Steinbach Fire Services Memorandum of Understanding as presented, and authorize the Reeve and CAO to ratify this Agreement.

CARRIED

Garbage Collection / Transfer Station - Feasibility
Received as information.

Heartfelt Lunches - March 25, 2025 - RM Volunteers
Received as information.

AMBM Funding Confirmation - 2024-2025
Received as information.

Manitoba Planning Conference 2025
Received as information.

PLANNING & DEVELOPMENT

Tile Drainage Application – Shayne Barkman
2025-09

Councillor Eros
Councillor Waczko

WHEREAS the RM of Ste. Anne has received a drainage permit application for the property described as E-30-7-7-E1, submitted by Precision Land Solutions;
AND WHEREAS Manitoba Sustainable Development requires written municipal approval to

proceed with the issuance of a Water Control Works License under the Water Rights Act; AND WHEREAS the RM's engineering consultant, has reviewed the application and recommends conditional approval;

BE IT RESOLVED THAT Council approves the drainage permit application for the property described as E-30-7-7-E1, subject to the following conditions:

1. When required by the Municipality, the owner shall be required to turn off the lift station and/or direct the discharge onto their own property in the event that a detrimental impact to other properties becomes apparent.
2. Upon request from the RM, a copy of any reporting prepared to support the Water Control Works Licensing process, such as a Technical Drainage Plan or Hydrogeological Impact Report is to be provided.
3. The tile drainage outlet shall have a visible marker acceptable to the RM, to be provided and installed by the developer, with a 2-meter-high marker post of a visible color.
4. No construction shall proceed until the provincial license has been obtained by the applicant.
5. The Developer shall give advance notice to the RM of when installation is to occur.
6. Any damages or alterations to municipal drains due to this works is to be remedied by the Developer, at their cost.
7. Rip rap shall be installed at the drainage outlet as recommended by Manitoba Transportation and Infrastructure to prevent erosion.
8. All municipal costs incurred in association with this project, including engineering reviews, inspections, and any resulting municipal requirements, shall be borne by the developer.

CARRIED

Councillor Brad Ingles left the meeting between 9:43 and 9:48 am.

Tile Drainage Policy

2025-10

Councillor Eros

Councillor Normandeau

WHEREAS the RM of Ste. Anne has received its first official tile drainage application, highlighting the need for a standardized procedure to review and approve such projects;

AND WHEREAS the Council of the RM of Ste. Anne recognizes the importance of establishing a framework to ensure compliance with provincial regulations, protect municipal infrastructure, and mitigate potential adverse impacts on other properties;

AND WHEREAS the proposed Tile Drainage Policy provides clear guidelines for the approval of tile drainage systems, including provisions for erosion control, municipal inspection, and cost recovery for damages;

BE IT RESOLVED THAT:

1. The Council of the RM of Ste. Anne hereby adopts the Tile Drainage Policy, as presented on January 15, 2025, and amended as discussed.
2. The policy will take effect immediately and will apply to all future tile drainage applications within the RM.
3. The Administration is authorized to implement the provisions of this policy, including processing applications, conducting inspections, and enforcing penalties as outlined in the policy.
4. All fees and charges associated with tile drainage applications, including engineering reviews, will be collected as per the RM's Fees and Charges By-law.

CARRIED

Fees & Charges By-law #2023-21 - Amendment

2025-11

Councillor Sarrasin

Councillor Eros

WHEREAS the RM of Ste. Anne requires municipal approval for tile drainage applications as part of the Water Control Works Licensing process;

AND WHEREAS the RM's Fees & Charges By-law does not currently include a fee for processing tile drainage applications;

BE IT RESOLVED THAT Schedule "A" to the municipal Fees & Charges By-law #2023-21 be

amended to include a Tile Drainage Application Fee of \$100.00, with all other associated expenses to be charged at cost (such as from the Municipal Engineer or Lawyers).

CARRIED

Policy No. 17- ADMIN - Update

2025-12

Councillor Eros

Councillor Normandeau

WHEREAS the Rural Municipality of Ste. Anne has reviewed and updated Policy #17-ADMIN, which establishes guidelines for development approvals and processes in coordination with municipal by-laws and provincial legislation;

AND WHEREAS the revised policy includes the addition of Section 8, which provides authority for the Designated Officer, in collaboration with the CAO, to take necessary steps to secure provincial licenses or approvals for subdivision applications conditionally approved by Council; THEREFORE BE IT RESOLVED THAT Council approves the revised Policy #17-ADMIN, as presented, and directs Administration to implement the policy effective immediately.

CARRIED

Building Permit #01-2025 - Appeal Request

2025-13

Councillor Waczko

Councillor Normandeau

WHEREAS the Rural Municipality of Ste. Anne issued Building Permit #01-2025, requiring the applicant to pay the building permit fee as well as an equivalent amount as a fine for a pre-existing structure constructed without a permit, in accordance with the Municipality's Building By-law #09-2017;

AND WHEREAS the applicant has submitted an appeal requesting a refund of the fine and related fee, citing various reasons including unawareness of the non-compliance, timely cooperation with the Municipality, and efforts made to fulfill compliance requirements;

NOW THEREFORE BE IT RESOLVED THAT Council approve the applicant's request and refund the full \$722 fine and \$50 fee, acknowledging their cooperation and efforts to rectify the situation; BE IT FURTHER RESOLVED THAT Administration be directed to take the necessary actions based on Council's decision.

CARRIED

Subdivision #4175-24-8972 - Appeal Request

2025-14

Councillor Normandeau

Councillor Sarrasin

WHEREAS Council previously conditionally approved Resolution #2024-322 for Subdivision Application #4175-24-8972 with a condition requiring a geotechnical report for any dwelling units, as well as for the construction of municipal services;

AND WHEREAS the developer has submitted a letter of intent to appeal this condition, citing financial constraints and their planned above-ground construction;

AND WHEREAS Council has considered the requirements outlined in Policy 4.5.3 and Policy 5.1.2.3(j) of the RM of Ste. Anne Development Plan and professional guidance provided by Manitoba Transportation and Infrastructure;

THEREFORE BE IT RESOLVED THAT the geotechnical report condition is changed to apply only if future development plans involve excavation for sub-grade foundations (such as basements, bi-levels, etc.). All other conditions for Subdivision Application #4175-24-8972 remain unchanged.

- The updated conditions for Subdivision Application #4175-24-8972 are as follows:
 1. That the property owner enter into a development agreement with the Municipality, including but not limited to:
 - Addressing flood mitigation (i.e., permanent structures are built above the 200-year flood protection level of 255 meters/836.6 feet CGVD28),
 - Ensuring new dwellings are kept near to the road on lands that meet the 200-year flood protection level,
 - Implementing riparian protection measures (including existing tree and vegetation cover preservation),

- Requiring new development on the residual lot to be approved by Historic Resources Branch,
 - Removing the electrical feed to the Quonset on the residual if the ownership of either the proposed lot or the residual changes,
 - Including geotechnical report requirement for future developments involving excavation for sub-grade foundations (such as basements, bi-levels, etc.).
 - Any further subdivision of the residual parcel will only be considered with a change in Development Plan policy and/or designation.
2. That a shared driveway agreement be registered on both titles;
 3. That the applicant provide an electronic copy and hard copy of the Plan of Subdivision/Survey for the proposed lot (Lot 1) and residual lot, indicating the area of each lot in acres, elevation details, and Ordinary High Water elevation prepared by a Manitoba Land Surveyor;
 4. That the applicant provide an electronic copy and hard copy of the Building Location Certificate for the proposed lot (Lot 1) and residual lot, prepared by a Manitoba Land Surveyor;
 5. That the applicant obtain any necessary variations and pay the associated variation order fees;
 6. That any non-conforming uses or buildings be brought into compliance with municipal Zoning By-law requirements to the satisfaction of the Designated Officer;
 7. That the subdivision administrative fee of \$375 be required in accordance with By-Law #21-2023;
 8. That a lot levy of \$2,000.00 per parcel created be required, totaling \$2,000.00;
 9. That any engineered and/or legal document pertaining to this subdivision may be reviewed by the municipal engineer and/or lawyer; and
 10. That all costs, including any legal and engineering costs incurred by the Municipality due to this subdivision, are to be borne by the applicant.

CARRIED

RM of Tache - Rezoning

Received as information.

RM of Tache - Conditional Use #01-25 Livestock Operation Expansion

Received as information.

CONSENT AGENDA

2025-15

Councillor Normandeau

Councillor Waczko

BE IT RESOLVED THAT the consent agenda consisting of the following 15 items be adopted as circulated:

- AMM - Various Correspondence
- FCM - Various Correspondence
- Multi-Material Stewardship Manitoba
- Southern Health - Santé Sud
- Climate West
- Earth Day Canada
- CBC- Various Articles
- Steinbach Online - Various Articles
- Manitoba Emergency Management Organization
- Seine Rat Roseau Watershed District
- ICLEI Canada
- Brandon Neighbourhood Renewal Corporation
- Various Communications
- Public Utilities Board

CARRIED

IN CAMERA

2025-16

Councillor Eros

Councillor Normandeau

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 10:15 am, to discuss Matters in Preliminary Stages of discussion under Section 152(3) of *The Municipal Act*.

CARRIED

OUT OF CAMERA

2025-17

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT this meeting reconvene into regular session at 10:50 am, 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

Kropp Road - Counter Offer - Roll 46770.000

2025-18

Councillor Sarrasin

Councillor Stolwyk

WHEREAS Council is in process of acquiring lands in order to correct a long-standing road allowance issue on Kropp Road and have communicated compensation offers to the affected landowners;

AND WHEREAS the Property Owner at Roll 46765.000 has requested additional compensation to Council;

BE IT RESOLVED THAT Council authorize the CAO to negotiate with all affected landowners as discussed In Camera.

CARRIED

ADJOURNMENT

2025-19

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT this regular meeting be adjourned at 10:52 am.

CARRIED

NEXT MEETING(s)

Regular Evening Meeting

Regular Day Meeting

January 29, 2025 @ 6:00 pm

February 12, 2025 @ 9:00 am

Original signed by:

Richard Pelletier
Reeve

Original signed by:

Shelley Jensen, CMMA
Chief Administrative Officer