



# STE. ANNE MUNICIPALITY

## Council Meeting Minutes June 26, 2024 - 06:00 PM

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on June 26, 2024.

### CALL TO ORDER 6:00 PM

Reeve Richard Pelletier called the meeting to order at 6:00 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 |
|--------------------------|---------------|--------|
| RICHARD PELLETIER, REEVE | X             |        |
| SARAH NORMANDEAU, WARD 1 |               | X      |
| KYLE WACZKO, WARD 2      | X             |        |
| PATRICK STOLWYK, 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

### ADOPTION OF AGENDA

2024-253

Councillor Eros

Councillor Ingles

BE IT RESOLVED THAT the agenda for the June 26, 2024, regular meeting be adopted as circulated and amended to:

1. Move item 5.3 to before item 5.2.
2. Add as item 14.5 - Library Discussion
3. Add as item 14.6 - 2024 MAW Tour

**CARRIED**

### ADOPTION OF MINUTES

2024-254

Councillor Ingles

Councillor Waczko

BE IT RESOLVED THAT the June 12, 2024, regular meeting minutes be adopted as circulated.

**CARRIED**

**FINANCE**

**Cheque Listing 20240755-20240818**

2024-255

Councillor Eros

Councillor Stolwyk

BE IT RESOLVED THAT the following cheques & EFT payments numbered #20240755 – #20240818 (inclusive) in the amount of \$224,804.73 be approved for payment.

**CARRIED**

At 6:04 pm, Councillor Sarah Normandeau joined the meeting.

**Municipal Operating Grant Correspondence**

Received as information.

**Grants**

Tabled to the July 16, 2024, Committee of the Whole meeting.

**MUNICIPAL DELEGATE REPORTS**

**Seine River Services for Seniors AGM - Reeve Pelletier & Councillor Normandeau**

**AMM Southeastern District Meeting - June 14, 2024**

2024-256

Councillor Eros

Councillor Stolwyk

BE IT RESOLVED THAT Council authorize a membership to the AMM Southeastern Subdistrict, and approve the associated membership fees, not to exceed \$1,000.00 annually.

BE IT FURTHER RESOLVED THAT the Reeve, and/or Deputy Reeve be appointed to the AMM SE Subdistrict Board as RM of Ste. Anne representatives.

**CARRIED**

**AMM Eastern District Meeting - June 18, 2024**

**AMBM Leadership Meeting on Economic Immigration & Welcome Reception - June 20, 2024**

**Reynolds Ponds 4th Annual Meeting - Councillor Brad Ingles**

**North East RedWatershed District - Councillor Brad Ingles**

**UNFINISHED BUSINESS – None.**

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

**COMMITTEE MINUTES AND MATTERS – None.**

Council recessed from 6:26 pm to 6:30 pm.

**HEARINGS - 6:30 pm**

The CAO reviewed the procedures for Public Hearings and confirmed that the notification requirements of the Planning Act have been met for all Hearings on the June 26, 2024, Council Meeting Agenda.

**Conditional Use #08-24 - Detached Secondary Suite - Spilak**

2024-257

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use #08-24 to allow for a Detached Secondary Suite at 43159 PR 210; River Lot 7-

AN-3625 in an area zoned Agriculture Mixed-Used & part Environmental Protection Area, at 6:30 pm.

**CARRIED**

Comments from the provincial department, Manitoba Transportation and Infrastructure, were received, indicating there are no concerns regarding this application.

Comments from Kevin Medeiros, RM of Ste. Anne Operations Manager, were received, indicating there are no concerns regarding this application.

The applicant, Chris Spilak, made a presentation in favour of the proposal.

No presentations from members of the public were received.

**OUT OF HEARING - CU#08-24 - Secondary Suite - Spilak**

2024-258

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT the Hearing for Conditional Use #08-24 be closed and that this meeting reconvene into regular session at 6:38 pm.

**CARRIED**

**Conditional Use #07-24 & Variation Order #07-24 - Previously used RTM for office - Penn-Co**

2024-259

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use #07-24 to move a previously used RTM on site to be used as office & training space and Variation Order #07-24 to vary front yard setback requirement from 125 feet to 29 feet at 42070 Road 34E; Lot 1 Plan 42663, SE 03-08-06E in an area zoned Highway Commercial, at 6:38 pm.

**CARRIED**

Comments from the provincial department, Manitoba Transportation and Infrastructure, were received, indicating there are no concerns regarding this application.

The applicant, Derek Allard of Penn-Co Construction Ltd., was not in attendance.

Linda Horner made a presentation in objection of the proposal.

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

**OUT OF HEARING - CU#07-24 & VO#07-24 - Previously used RTM for office - Penn-Co**

2024-260

Councillor Ingles

Councillor Stolwyk

BE IT RESOLVED THAT the Hearing for Conditional Use #07-24 and Variation Order #07-24 be adjourned to July 10, 2024, at 10:30 am.

**CARRIED**

**Conditional Use #09-24 - Warehouse - Penn-co**

2024-261

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use #09-24 to allow acceptable materials, equipment, and structures to be added for storage use, including the storage of company assets within the original permissions obtained for the premises under conditional use #05-22 at 42070 Road 34E; Lot 1 Plan 42663, SE 03-08-06E in an area zoned Highway Commercial, at 6:48 pm.

**CARRIED**

Comments from the provincial department, Manitoba Transportation and Infrastructure, were received, indicating there are no concerns regarding this application.

Comments from Kevin Medeiros, RM of Ste. Anne Operations Manager, were received, indicating there are no concerns regarding this application.

The applicant, Derek Allard for Penn-Co Construction Ltd., was not in attendance.

No presentations from members of the public were received.

**OUT OF HEARING - CU#09-24 - Warehouse - Penn-Co**

2024-262

Councillor Ingles

Councillor Waczko

BE IT RESOLVED THAT the Hearing for Conditional Use #09-24 be adjourned to July 10, 2024, at 10:30 am.

**CARRIED**

**Hearing Decision - CU#08-24 - Secondary Suite - Spilak**

2024-263

Councillor Sarrasin

Councillor Stolwyk

WHEREAS a Public Hearing was held for Conditional Use #08-24 to allow for a Detached Secondary Suite at 43159 PR 210; River Lot 7-AN-3625 in an area zoned Agriculture Mixed-Used & part Environmental Protection Area;

BE IT RESOLVED that Conditional Use Order #08-24 be conditionally approved by following conditions:

1. The developer is responsible for meeting all federal and provincial regulatory requirements, including those for water and wastewater servicing and Manitoba Infrastructure and Transportation.
2. The developer must finalize building permit #40-24 and take all necessary steps to ensure it meets the satisfaction of the designated officer.

**CARRIED**

**DELEGATION(S)**

Tabled until the scheduled Delegation time.

**DEPARTMENT MANAGER REPORTS – None.**

**BY-LAWS**

**Fees & Charges By-law #2023-21 - Amendment - Noise Permit Fees**

2024-264

Councillor Ingles

Councillor Stolwyk

WHEREAS the RM of Ste. Anne Noise By-law includes provisions for a Noise Permit Application to be made subject to the fees outlined in the municipal Fees & Charges By-law;

BE IT RESOLVED THAT Schedule "A" to the municipal Fees & Charges By-law #2023-21 be amended to include a Noise Permit fee of \$25.00.

**CARRIED**

**NEW BUSINESS**

**Villa Youville Fundraiser - Golf Tournament**

2024-265

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT a Municipal Team be registered to attend the Villa Youville Fundraiser Golf Tournament on August 23, 2024, at Oakwood Golf Course, for a fee of \$500/team, with all associated costs to be paid.

**CARRIED**

**Mennonite Heritage Village - Canada Day Celebration Invitation**

Received as information.

**Speed Signs**

2024-266

Councillor Sarrasin

Councillor Eros

WHEREAS, in an effort to increase safety and communication of speed limits on municipal roads, the municipality included provisions in the 2024 Financial Plan for the purchase of various traffic signs;

BE IT RESOLVED THAT Council approved the quotation submitted by AirMaster Signs, dated May 6, 2024, for various signs, posts and associated hardware, for a total cost of \$15,093.00 (plus taxes), to be borne by the general operating fund.

**CARRIED**

**Equipment Purchase - Sidewalk Cleaner**

2024-267

Councillor Normandeau

Councillor Eros

WHEREAS the municipality has been made aware that a sidewalk cleaner will be available for purchase at auction;

BE IT RESOLVED THAT Council authorize administration to submit a bid of no more than \$20,000 for a 2016 Trackless MT6 Sidewalk Cleaner unit, with this and any associated costs to be borne by the Machinery Reserve.

**CARRIED**

**Library Discussion**

Administration to investigate.

**2024 Manitoba Association of Watersheds Tour**

2024-268

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT Council authorize all available Council members being appointed as watershed district representatives to attend the 2024 Manitoba Association of Watersheds Tour, scheduled for August 14, and 15, 2024, with all associated costs to be paid.

**CARRIED**

**PLANNING & DEVELOPMENT**

**RM of Hanover - Development Plan and Zoning By-law Amendments**

Received as information.

**CONSENT AGENDA**

2024-269

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT the consent agenda consisting of the following 10 items be adopted as circulated:

AMM - Various Correspondence

FCM - Various Correspondence

Steinbachonline.com - New La Broquerie Fire Chief Appointed

Immigration Refugees and Citizenship Canada - Welcome Week

Steinbach and Area Animal Rescue - Newsletter



Seine River Services for Seniors - Newsletter - Request for content  
Stars - Missions and 2023/2024 Year in Review  
ClimateWest - Newsletter - June 2024  
Winnipeg & Metropolitan Region - Plan 20-50  
CBC News - Credit Union Merger

**CARRIED**

Council recessed from 7:11 pm to 7:15 pm.

**DELEGATION(S)**

At 7:15 pm, Ian Hyslop, municipal auditor with the Exchange Group, joined the meeting in order to present and discuss the 2023 draft audit report. He was invited to join Council in Camera to discuss this draft report.

**IN CAMERA**

2024-270

Councillor Normandeau

Councillor Stolwyk

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 7:13 pm to discuss Matters in Preliminary Stages of discussions and By-law Enforcement Matters under Section 152(3) of The Municipal Act.

**CARRIED**

Municipal Auditor Ian Hyslop with the Exchange Group left the meeting at 8:08 pm following the discussion on the Draft 2023 Audit Report, and prior to discussions of By-law Enforcement Matters.

**OUT OF CAMERA**

2024-271

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT this meeting reconvene into regular session at 8:17 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**

**Annual Financial Audit - 2023 Draft**

2024-272

Councillor Normandeau

Councillor Waczko

WHEREAS the Exchange Group has provided the 2023 draft audited financial report for the twelve months ending December 31, 2023;

AND WHEREAS Council has reviewed the report as presented;

BE IT RESOLVED THAT Council hereby table the 2023 draft auditor's report.

**CARRIED**

**2023 Draft Audited Canada Community Building Fund (Gas Tax) Report**

2024-273

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED THAT Council accept the Auditor's Report on the 2023 Canada Community Building Fund (Gas Tax) Revenue Annual Expenditure as presented.

**CARRIED**

**2023 Surplus Allocation**

2024-274

Councillor Stolwyk

Councillor Ingles

WHEREAS Council previously authorized the total 2023 LUD of Richer year-end surplus to be transferred to the LUD of Richer Reserve Fund, as recommended by that Committee, in the amount of \$106,735.59;

AND WHEREAS after receiving the draft financial audit and making the necessary adjusting entries, the total 2023 projected surplus is \$10,339.33, of which \$5,316.67 is to be allocated to the Recreation Reserve under Policy #3-ADMIN (Subdivision Dedication Fees);

BE IT RESOLVED THAT the remaining projected 2023 year-end surplus be transferred into reserves, pending Council's approval of the final audited 2023 Financial Statements.

**CARRIED**

**ADJOURNMENT**

2024-275

Councillor Waczko

Councillor Stolwyk

BE IT RESOLVED THAT this regular meeting be adjourned at 8:20 pm.

**CARRIED**

**NEXT MEETING(s)**

Regular Day Meeting

Regular Evening Meeting

July 10, 2024 @ 9:00 am

July 24, 2024 @ 6:00 pm



Richard Pelletier  
Reeve



Mike McLennan  
Chief Administrative Officer