



# STE. ANNE MUNICIPALITY

## Council Meeting Minutes September 25, 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 September 25, 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  
Development Officer, Hadiseh Bajelan

### ADOPTION OF AGENDA

2024-407

Councillor Waczko

Councillor Normandeau

BE IT RESOLVED THAT the agenda for the September 25, 2024, regular meeting be adopted as circulated and amended to add Personnel Matters and Matters in Preliminary Stages of Discussions under In Camera, and Drainage Project under New Business.

**CARRIED**

### ADOPTION OF MINUTES

2024-408

Councillor Normandeau

Councillor Eros

BE IT RESOLVED THAT the September 11, 2024, regular meeting minutes be adopted as circulated.

**CARRIED**

**FINANCE**

**Cheque Listing**

2024-409

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT the following cheques numbered #20241152 – #20241171 (inclusive) in the amount of \$28,727.90 and the following EFT payments numbered #20240058-#20240074 in the amount of \$16,549.6 be approved for payment.

**CARRIED**

**Authorized Attendance - Town of Ste. Anne Intermunicipal Meeting**

2024-410

Councillor Sarrasin

Councillor Normandeau

WHEREAS Council requested Reeve Richard Pelletier and Councillor Randy Eros attend a meeting with the Town of Ste. Anne to discuss intermunicipal Agreements on behalf of Council, but no resolutions were passed authorizing their remuneration;

BE IT RESOLVED THAT Reeve Richard Pelletier and Councillor Randy Eros be authorized to have attended the Town of Ste. Anne meeting on Aug 26th, 2024, with all associated costs to be paid.

**CARRIED**

**Authorized Attendance - Rural Manitoba Economic Development Engagement Event**

2024-411

Councillor Sarrasin

Councillor Normandeau

WHEREAS Rural Manitoba Economic Development (RMED) hosted an engagement workshop in Richer, MB

BE IT RESOLVED THAT Council authorize the attendance of Councillor Eros and Councillor Stolwyk at the RMED event on September 20th, 2024, from 10am-2pm with all associated costs to be paid.

**CARRIED**

**MUNICIPAL DELEGATE REPORTS**

**Age Friendly Manitoba - September 12, 2024 - Councillor Normandeau**

At 6:05 pm, Councillor Stolwyk joined the meeting virtually.

**Emergency Measures Exercise - September 16, 2024**

**Library Regionalization Meeting - September 18, 2024 - Councillor Waczko**

2024-412

Councillor Eros

Councillor Sarrasin

WHEREAS the Rural Municipality of Ste. Anne supports the exploration of the establishment of a regional library in Southeastern Manitoba;

BE IT RESOLVED that Council appoint Councillor Kyle Waczko, and Councillor Randy Eros, as an alternate, to the working group being established to create a framework for a Southeastern Manitoba Regional Library.

**CARRIED**

**Villa Youville - Strategic Planning Meeting - September 20, 2024 - Reeve Pelletier**

**Rural Manitoba Economic Development - Connection Zone event - Councillor Eros and Councillor Stolwyk**

**UNFINISHED BUSINESS – None.**

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

**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 6:32 pm, Council Meeting Agenda.

**Variation Order #18-24 - Subdivision #4175-24-8935 - Bulk Requirements - Joanne Bremaud 2024-413**

Councillor Normandeau

Councillor Waczko

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Variation Order #18-24 to vary the following bulk requirements as a condition of Subdivision File #4175-24-8935, approving Resolution #2024-123:

Proposed Lot 1: a) Minimum front yard setback requirement from 100 feet to 98.35 feet for the existing shed;

Proposed Lot 2: a) minimum site width requirement from 200 feet to 167.05 feet; at 42051 Dawson Road; SW 18-8-8E in an area zoned Rural Residential, at 6:36 pm.

**CARRIED**

The applicant, Joanne Bremaud, was not in attendance.

No presentations from members of the public were received.

**OUT OF HEARING - VO #18-24 - SD #4175-24-8935 - Bulk Requirement - Joanne Bremaud 2024-414**

Councillor Normandeau

Councillor Eros

BE IT RESOLVED THAT the Hearing for Variation Order #18-24 be closed and that this meeting reconvene into regular session at 6:37 pm.

**CARRIED**

**Conditional Use #18-24 - Existing Detached Secondary Suite - Jennifer Schappert 2024-415**

Councillor Sarrasin

Councillor Waczko

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use #18-24 to allow for existing Detached Secondary Suite at 38101 Road 38N; SE 16-7-7E in an area zoned Agriculture Mixed-Use, at 6:37 pm.

**CARRIED**

The applicant, Jennifer Schappert, was not in attendance.

No presentations from members of the public were received.

**OUT OF HEARING - CU #18-24 - Existing Detached Secondary Suite - Jennifer Schappert 2024-416**

Councillor Normandeau

Councillor Waczko

BE IT RESOLVED THAT the Hearing for Conditional Use #18-24 be closed and that this meeting reconvene into regular session at 6:38 pm.

**CARRIED**

**Conditional Use #10-24 & Variation Order #17-24 - TRC 12-106 - Manova (2012) Ltd 2024-417**

Councillor Normandeau

Councillor Waczko

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for

Conditional Use #10-24 to allow for the expansion of an existing Poultry farm operation from 48,000 to 71,000 layer chickens (398 to 589 Animal Units) in accordance with Technical Review Committee report #12-106 and Variation Order #17-24 to vary the following bulk table requirements:

- a) Minimum site area from 80 acres to 65.39 acres ; and
- b) Minimum site width from 1000 feet to 955 feet

at 33011 Two Mile Road; RL 29 & 30-AN-3625 in an area zoned Agriculture, at 6:38 pm.

**CARRIED**

The applicant, Harley Siemens, made a presentation in favour of the proposal.

Inonge Aliaga, with the Provincial department of Municipal and Northern Relations, presented the Technical Review Committee's report.

Les Schewe made a presentation regarding the proposal, neither in favour, nor in opposition.

Bernie Brandt made a presentation in favour of the proposal.

Amanda Hutlet submitted a presentation in favour of the proposal.

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

**OUT OF HEARING - CU #10-24 & VO #17-24 - TRC 12-106 - Manova (2012) Ltd**

2024-418

Councillor Eros

Councillor Waczko

BE IT RESOLVED THAT the Hearing for Conditional Use # 10-24 and Variation Order #17-24 be closed and that this meeting reconvene into regular session at 7:00 pm.

**CARRIED**

**HEARINGS DECISION**

**VO #18-24 - SD #4175-24-8935 - Bulk Requirements - Joanne Bremaud**

2024-419

Councillor Normandeau

Councillor Sarrasin

WHEREAS a Public Hearing was held for Variation Order #18-24 to vary the following bulk requirement as a condition of Subdivision File #4175-24-8935, approving Resolution #2024-123:

Proposed Lot 1: Minimum front yard setback requirement from 100 feet to 98.35 feet for the existing shed;

Proposed Lot 2: Minimum site width requirement from 200 feet to 167.05 feet

at 42051 Dawson Road; SW 18-8-8E in an area zoned Rural Residential;

BE IT RESOLVED that Variation Order #18-24 be approved.

**CARRIED**

**CU #18-24 - Existing Detached Secondary Suite - Jennifer Schappert**

2024-420

Councillor Normandeau

Councillor Waczko

WHEREAS a Public Hearing was held for Conditional Use #18-24 to allow for an existing Detached Secondary Suite at 38101 Road 38N, SE 16-7-7E in an area zoned Agriculture Mixed-Use;

BE IT RESOLVED that Conditional Use #18-24 be conditionally approved with the 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 obtain a building permit for the mentioned secondary suite and take all necessary steps to ensure it meets the satisfaction of the designated officer.

**CARRIED**

**CU #10-24 & VO #17-24 - TRC 12-106 - Manova (2012) Ltd**

2024-421

Councillor Eros

Councillor Ingles

WHEREAS Manova (2012) Ltd. has applied for Conditional Use #10-24 to allow for the expansion of an existing poultry farm operation from 48,000 to 71,000 layer chickens (398 to 589 Animal Units) at 33011 Two Mile Road, RL 29 & 30-AN-3625 in an area zoned Agriculture; AND WHEREAS the application has been reviewed in accordance with the Technical Review Committee Report #12-106, dated August 27, 2024, AND WHEREAS Variation Order #17-24 is requested to vary the following bulk table requirements:

- a) Minimum site area from 80 acres to 65.39 acres;
- b) Minimum site width from 1000 feet to 955 feet;

AND WHEREAS the proposed expansion complies with Development Policies 5.6.1-5.6.11 (Livestock Policies) of the RM of Ste. Anne Development Plan By-law No. 05-2020, and all public hearing notices and requirements under The Planning Act have been fulfilled;

THEREFORE BE IT RESOLVED that the Council of the RM of Ste. Anne hereby approves Conditional Use #10-24 and Variation Order #17-24, subject to the following conditions:

- a) The applicant must adhere to the recommendations and requirements outlined in the Technical Review Committee Report #12-106.
- b) The applicant must obtain all necessary permits and licenses from the RM of Ste. Anne and the Province of Manitoba.
- c) The applicant must ensure compliance with the Livestock Manure and Mortalities Management Regulation, including, but not limited to, the proper sealing of any abandoned wells on the site and maintaining setbacks for manure spreading.
- d) Any additional measures identified through provincial licensing or permitting processes to minimize identified risks to health, safety, and the environment shall be undertaken by the applicant.
- e) Any agreement related to Conditional Use #02-11, as approved by Resolution #2011-152, remains valid and in effect for this application.

**CARRIED**

At 7:01 pm, Hadiseh Bajelan left the meeting. At 7:01 pm, Council recessed until 7:09 pm.

**DELEGATION(S)**

At 7:09 pm, Sean Gratton was invited to join Council In Camera to present and discuss his By-law Enforcement Appeal.

**IN CAMERA**

2024-422

Councillor Normandeau

Councillor Eros

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 7:09 pm, to discuss By-law Enforcement Matters under Section 152(3) of *The Municipal Act*.

**CARRIED**

At 7:25 pm, Sean Gratton left the meeting.

**OUT OF CAMERA**

2024-423

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT Council reconvene into regular session at 7:48 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**

**By-law Enforcement Appeal**

2024-424

Councillor Normandeau

Councillor Ingles

WHEREAS Invoice #20240153 was issued for an incident having occurred in April 2024;  
AND WHEREAS the property owner appealed the invoice to Council and presented evidence to support his appeal;

BE IT RESOLVED THAT Council support the appeal and cancel Invoice #20240153.

**CARRIED**

**COMMITTEE MINUTES AND MATTERS**

**Committee of the Whole Meeting - September 17, 2024**

2024-425

Councillor Eros

Councillor Waczko

BE IT RESOLVED THAT the September 17, 2024, Committee of the Whole meeting minutes be adopted as circulated.

**CARRIED**

**Committee Member Appointments (External Organizations)**

2024-426

Councillor Ingles

Councillor Sarrasin

WHEREAS Council has appointed various members of Council and the community to represent the RM of Ste. Anne's interests when attending external organizations board and committee meetings;

AND WHEREAS a request has been made to confirm/revise these appointments, and a new appointment is required to be made to the Community Futures Triple R organization as the current term ends in November 2024;

AND WHEREAS Council has appointed Councillor Kyle Waczko and Councillor Randy Eros (alternate) to the Southeast Regional Library working group as per Resolution #2024-412;

BE IT RESOLVED THAT Council confirm the appointments to the organizations as outlined in Schedule A of these meeting minutes, including the new appointments to the Southeast Regional Library working group, and also appointing Councillor Sarrasin to the Community Futures Triple R organization effective November 2024.

**CARRIED**

**DEPARTMENT MANAGER REPORTS – None.**

**BY-LAWS**

**Speed By-law #2023-18 - Additions to Schedule A**

2024-427

Councillor Sarrasin

Councillor Normandeau

WHEREAS the 2024 Financial Plan included provisions for speed signs to be acquired and posted throughout the RM of Ste. Anne in an effort to enhance public safety;

BE IT RESOLVED THAT Schedule 'A' of the municipal Speed By-law #2023-18, being the Speed Reduction Zones Schedule, be hereby updated as presented to Council, with physical signage to be installed accordingly, and public notice to be given informing of these additional speed restricted roads.

**CARRIED**

**NEW BUSINESS**

**Remembrance Day Ceremony**

2024-428

Councillor Normandeau

Councillor Eros

WHEREAS a Remembrance Day ceremony will be held at the Ste. Anne Catholic Church on November 11, 2024;

AND WHEREAS other ceremonies may be held in the region;

BE IT RESOLVED THAT Council members be authorized to attend on behalf of the RM of Ste. Anne, with only the cost of the wreaths be borne by the municipality.

**CARRIED**

**Rain Event Recap Discussion**

Received as information.

**Public Works - Equipment Purchase**

2024- 429

Councillor Sarrasin

Councillor Eros

WHEREAS the 2024 Municipal Financial Plan included provisions for capital purchase of a new truck for the public works team with an amount included to purchase a plow attachment to assist in winter road clearing;

AND WHEREAS 3 quotes were obtained for the purchase and installation of this unit;

BE IT RESOLVED THAT Council approve the quote provided by Hepburn Enterprises Inc., for a total amount of \$18,600.75 (including GST), to be borne by the Equipment Reserve.

**CARRIED**

**Drainage Project - PR 207 @ PR 210**

Tabled to In Camera

**PLANNING & DEVELOPMENT**

**Development Agreement - Subdivision #4175-23-8808**

2024-430

Councillor Sarrasin

Councillor Ingles

WHEREAS Subdivision #4175-23-8808 to create two additional approx. 2.00 and 2.03-acre rural residential lots from the current approx. 8.69-acre lot held under CT #3080727, leaving a third residual lot of approx. 4.58 acres, on Lot 1 Block 1 Plan 16802, SW 22-7-8E was conditionally approved on May 24, 2023, by Resolution #2023-264, subject to conditions, including entering into a development agreement; and

WHEREAS the draft development agreement has been reviewed and signed by the Developer, BE IT RESOLVED that the development agreement be approved as presented;

BE IT FURTHER RESOLVED that the Reeve and Chief Administrative Officer be authorized to sign and execute the agreement.

**CARRIED**

**Appeal Request - Consideration of Requests Related to Building Permit #106-24**

2024-431

Councillor Normandeau

Councillor Sarrasin

WHEREAS the new owners of the property associated with Building Permit #106-24 have informed the Council about the existence of an unpermitted secondary dwelling constructed by the previous owners;

AND WHEREAS the new owners have expressed their commitment to rectifying the situation by complying with all municipal regulations and have requested guidance on obtaining the necessary permits;

AND WHEREAS the new owners have requested the following:

- Reimbursement of the \$50 appeal fee,
- Reduction of the \$600 conditional use application fee,
- Waiver of any additional fines associated with Building Permit #106-24 for the secondary dwelling;

BE IT RESOLVED THAT the Council grant the applicants appeal as outlined above.

**CARRIED**

**Notice of Public Hearing - RM of La Broquerie**

Received as information.

**CONSENT AGENDA**

2024-432

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the consent agenda consisting of the following 5 items be adopted as circulated:

AMM - Various Correspondence

FCM - Various Correspondence

Steinbach Online - Various Articles

Manitoba Lung Association - Various Communications

MB Association of Watershed Districts

**CARRIED**

**IN CAMERA**

2024-433

Councillor Waczko

Councillor Ingles

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 8:14 pm, to discuss Personnel Matters and Matters in Preliminary Stages of discussions under Section 152(3) of *The Municipal Act*.

**CARRIED**

At 8:41 pm, CAO Mike McLennan and Legislative Officer Nadine Vielfaure left the meeting returning at 8:45 pm.

**OUT OF CAMERA**

2024-434

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT this meeting reconvene into regular session at 8:46 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**

**Personnel Matters**

2024-435

Councillor Eros

Councillor Sarrasin

WHEREAS Chief Administrative Officer Mike McLennan has provided his 2 months' notice to Council, in accordance with his contract, as of September 25th, 2024;

AND WHEREAS the CAO has requested to work through the notice period until November 15th, 2024, with accumulated holiday time to be used for the remainder of the notice period;

AND WHEREAS Council hereby confirms that his last day of full-time employment with the municipality shall be recorded as November 26th, 2024;

BE IT RESOLVED THAT Council hereby regretfully accepts the letter of resignation and authorize the use of accumulated leave as requested;

BE IT FURTHER RESOLVED THAT Administration be directed to obtain quotations from professional recruitment service providers for the recruitment of a new CAO, with quotes to be



presented to Council at the earliest opportunity;

BE IT FURTHER RESOLVED THAT, should recruitment extend past the notice period provided, that Legislative Officer Nadine Vielfaure be appointed Interim CAO, with remuneration to be as discussed In Camera, effective November 27, 2024, until such time that a new CAO commences their duties within the Municipality.

**CARRIED**

**ADJOURNMENT**

2024-436

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT this regular meeting be adjourned at 8:52 pm.

**CARRIED**

**NEXT MEETING(s)**

Regular Day Meeting

October 9, 2024 @ 9:00 am

Regular Evening Meeting

October 23, 2024 @ 6:00 pm



Richard Pelletier  
Reeve



Mike McLennan  
Chief Administrative Officer



Resolution #2024-426

Delegated Appointments to	Reeve	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6
Seine Rat River Conservation District							
Subdistrict 7 - Upper Manning Canal		X					
Subdistrict 9 - Lower Seine River						X	
Subdistrict 8 - Upper Seine River							X
North East Red Watershed District (NERWD)					X		
Red River Basin Commission					X		
Triple R Community Futures						X	
Ste. Anne Restorative Justice Committee							X
Municipal Silica Sand Advisory Committee	X						
Age Friendly Committee		X					
Greater Ste. Anne Recreation Committee						X	
MB-MN Transmission Line CDI Working Group							X
AMM Southeastern Subdistrict	X						X
Association des municipalités bilingues du Manitoba (AMBM)	X						
Conseil de développement économique des municipalités bilingues du Manitoba (CDEM)							X
Southeast Manitoba Regional Library Working Group			X				X

2 Council members may NOT sit together on any sub-district typically, appointees live in the district they serve, but this is not mandatory  
Resident: Marc Vincent  
Resident: Richard Hay

Resident: Roger Godard

Effective upon current term ending in November 2024

On condition that there be no remuneration.

Must be an Elected Official in accordance with signed Agreement

Res#2024-179 appoints Erin Muzyka as citizen rep.

Must be a bilingual elected official.

Must be a bilingual person (elected official or community leader (in econ.dev. area)

