



STE. ANNE MUNICIPALITY

Council Meeting Minutes December 18, 2024 - 09:00 AM

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on December 18, 2024.

CALL TO ORDER 9:00 AM

Reeve Richard Pelletier called the meeting to order at 9:01 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	via phone	
BRAD INGLES, WARD 4	X	
ROBERT SARRASIN, WARD 5	X	
RANDY EROS, WARD 6	X	

Also in attendance were:

Interim CAO and Legislative Officer, Nadine Vielfaure
Development Officer, Hadiseh Bajelan

ADOPTION OF AGENDA

2024-543

Councillor Normandeau

Councillor Waczko

BE IT RESOLVED THAT the agenda for the December 18, 2024, regular meeting be adopted as circulated and amended.

CARRIED

ADOPTION OF MINUTES

2024-544

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the November 27, 2024, regular meeting minutes be adopted as circulated.

CARRIED

FINANCE

Cheque Listing

2024-545

Councillor Normandeau

Councillor Eros

BE IT RESOLVED THAT the following cheques numbered #20241274 – #20241298 and EFT's numbered #20240271-20240355 (inclusive) in the amount of \$291,486.47 be approved for payment.

CARRIED

Financial Statements

2024-546

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT the Financial Statement for the period ending November 30, 2024, be approved and adopted as presented.

CARRIED

MUNICIPAL DELEGATE REPORTS – None.

UNFINISHED BUSINESS – None.

NOTICE OF MOTION / PETITIONS – None.

COMMITTEE MINUTES AND MATTERS

Local Urban District of Richer Committee Meeting - December 4, 2024

2024-547

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT the December 4, 2024, LUD of Richer Committee meeting minutes be received as presented.

CARRIED

Richer Asphalt Patch on Forsythe Rd N.

2024-548

Councillor Ingles

Councillor Sarrasin

WHEREAS spring thaw caused a portion of Forsythe Road N to require more significant asphalt repairs which were completed by Bituminex Paving Ltd for a total expense of \$19,950.00; AND WHEREAS this expense was originally authorized to be from the LUD Canada Community Building Fund (CCBF) Reserve account; AND WHEREAS, as the 2024 LUD Roads and Streets budget included provisions for projects not undertaken as a result of these more significant repairs being required, and other projects came in significantly underbudget, leaving adequate room in the LUD Operating budget for Roads and Streets;

BE IT RESOLVED THAT Council accept the LUD's recommendation resolution #LUD-2024-101 and authorize the Forsythe Road N. asphalt repair costs to be expensed from the LUD Operating budget rather than withdrawn from the CCBF Reserve Fund.

CARRIED

LUD of Richer Community Engagement Report

Received as information.

Committee of the Whole Meeting - December 10, 2024

2024-549

Councillor Normandeau

Councillor Waczko

BE IT RESOLVED THAT the December 10, 2024, Committee of the Whole meeting minutes be adopted as circulated.

CARRIED

Request for Apply for Project of the Year

2024-550

Councillor Normandeau

Councillor Ingles

WHEREAS the Project Management Institute (PMI) Project of the Year (POY) competition recognizes excellence and superior performance in project management, providing exposure and recognition for the organization and its projects;

AND WHEREAS the Rural Municipality of Ste. Anne has been made aware of the eligibility and potential benefits of submitting an application for this competition;

BE IT RESOLVED THAT Council authorize Administration to prepare and submit an application for the 2025 PMI Project of the Year competition on behalf of the Rural Municipality of Ste. Anne.

CARRIED

At 9:09 am, Councillor Patrick Stolwyk left the meeting.

At 9:11 am, Councillor Sarah Normandeau declared an interest in and left the meeting for the duration of the discussion and voting on resolution #2024-551.

Town of Ste. Anne Recreation Agreement

2024-551

Councillor Ingles

Councillor Sarrasin

WHEREAS Council has deemed it appropriate to contribute financially to the Town of Ste. Anne for RM of Ste. Anne residents to have equal access to, and benefit from the Town's recreational infrastructure, programs, and services;

AND WHEREAS a revised agreement has been prepared outlining updated terms and conditions surrounding municipal recreational funding to the Town, up to and including the year 2030;

BE IT RESOLVED THAT Council accept the Committee of the Whole's recommendation Resolution #CotW-2024-53 and authorize the Reeve and CAO to ratify the revised

Intermunicipal Recreational Agreement with the Town of Ste. Anne to 2030, as presented.

CARRIED

At 9:13 am, Councillor Sarah Normandeau returned to the meeting.

At 9:13 am, Councillor Patrick Stolwyk joined the meeting in person.

LUD Crosswalk Funding

2024-552

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the crosswalk being installed in the LUD of Richer be funded from the At-Large portion of the Canada Community Building Fund Reserve rather than from the LUD of Richer's operating budget.

CARRIED

DELEGATION(S) – None.

DEPARTMENT MANAGER REPORTS

2025 Municipal Emergency Plan

2024-553

Councillor Ingles

Councillor Waczko

BE IT RESOLVED THAT Council adopt the 2025 Emergency Management Program and Emergency Plan, as presented, and authorize administration to make the necessary corrections as required over time (such as to staff names, contact information, etc.).

CARRIED

BY-LAWS – None.

At 9:15 am, Operations Manager Kevin Medeiros joined the meeting.

NEW BUSINESS

Province of Manitoba - Bulletin #2024-27 - Change in Assessment Class - Short-Term Rentals
Received as information.

Regional Library - Update
Received as information.

Oil Recycling Depot
Received as information.

Age Friendly Manitoba - Successful Grant Application - Heartfelt Lunches
Received as information.

Municipal Snow Clearing of Provincial Roads
Administration to investigate.

Intermunicipal Asphalt Patching - Road 42N (PTH 12 to Rd35E) - RM of Hanover
2024-554

Councillor Ingles
Councillor Eros

WHEREAS the Intermunicipal Road 42N, between PTH 12 and Road 35E, is in need of asphalt repairs estimated at \$250,000;

AND WHEREAS the RMs of Hanover and Ste. Anne must mutually agree to share the total cost of the 1.5" asphalt overlay over this 1.3 kms of intermunicipal Road 42N, with the RM of Hanover having offered to oversee the project;

BE IT RESOLVED THAT Council of the RM of Ste. Anne agree to cost share at 50% of the costs associated with the asphalt overlay on Intermunicipal Road 42N, between PTH 12 and Road 35E, up to a maximum of \$125,000 (or \$250,000 total project cost), with the RM of Hanover to oversee this project.

BE IT FURTHER RESOLVED THAT provisions for this intermunicipal project be included in the 2025 Financial Plan.

CARRIED

PLANNING & DEVELOPMENT

RM of Hanover - By-law 2578-24 Zoning By-law Amend
Received as information.

Subdivision #4175-24-8998 (Commercial Property beside the RM Office)
2024-555

Councillor Ingles
Councillor Eros

WHEREAS the RM of Ste. Anne has received a layout for Subdivision Application #4175-24-8998, which includes a proposed land swap involving RM land without any monetary exchange;

AND WHEREAS the Committee of the Whole, via Resolution #CotW-2024-49, has reviewed the layout and associated details for the proposed subdivision;

BE IT RESOLVED THAT:

1. The CAO be authorized to sign Subdivision Application #4175-24-8998 on behalf of the RM of Ste. Anne.
2. The Development Officer be directed to proceed with all necessary steps to ensure the application is submitted and processed in accordance with RM policies and regulations.
3. The Developer follows all standard subdivision processes and associated requirements, fees and costs (including all RM incurred fees); In other words, that this approval is only consenting to the land swap to allow the application to proceed.

CARRIED

Tile Drainage Application – Shayne Barkman
Tabled.

CONSENT AGENDA

2024-556

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
- Association of Manitoba Bilingual Municipalities
- Multi-Material Stewardship Manitoba
- Province of Manitoba
- Seine Rat Roseau Watershed District
- CTV News - Various Articles
- Radio-Canada - Various Articles
- Northeast Red Watershed District
- The Carillon - Various Article
- Steinbachonline - Various Articles
- Eastman Tourism
- Manitoba Municipal Administrators
- Operation Red Nose
- Manitoba Sustainable Energy Association (ManSea)
- Red River Basin Commission

CARRIED

At 9:55 am, Council recessed until 10:00 am.

HEARINGS - 10:00 am

The Interim 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 December 18, 2024, Council Meeting Agenda.

Conditional Use #23-24 - Special Event Facility (Wedding Venue) - Michelle Jaques

2024-557

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use #23-24 to allow for a Special Event Facility namely a Wedding Venue at 45204 Lilac Lane, RL 69-AN-3626, in an area zoned Agricultural Mixed-Use, at 10:03 am.

CARRIED

Comments from Manitoba Transportation and Infrastructure were received. The department has no concerns, as the proposed parking area meets standard setbacks. A permit is required for any development within the highway-controlled area (78.2m from PTH 1).

Comments from the Town of Ste. Anne Fire Chief were received. They recommend maintaining clear access for fire trucks to the back of the property to support emergency response readiness.

Comments from the RM of Ste. Anne Operations Manager were received. They recommend ensuring parking is managed to avoid vehicles on the roads during events.

The applicant, Michelle Jaques, made a presentation in favour of the proposal.

No presentations from members of the public were received.

OUT OF HEARING - Special Event Facility (Wedding Venue) - Michelle Jaques

2024-558

Councillor Eros

Councillor Normandeau

BE IT RESOLVED THAT the Hearing for Conditional Use #23-24 be closed and that this meeting reconvene into regular session at 10:14 am.

CARRIED

Hearing Decision - Special Event Facility (Wedding Venue) - Michelle Jaques

2024-559

Councillor Normandeau

Councillor Stolwyk

WHEREAS a Public Hearing was held for Conditional Use #23-24 to allow for a Special Event Facility, namely a Wedding Venue, at 45204 Lilac Lane, RL 69-AN-3626, in an area zoned Agricultural Mixed-Use,

1. The applicant shall enter into a Development Agreement with the Rural Municipality of Ste. Anne which shall be registered on the property title, addressing:
 - Operational requirements, including hours of operation from 9:00 am to 1:00 am from April to October, with reduced music volume after 11:00 pm and all music to cease by 12:30 pm;
 - Site maintenance, including waste management and landscaping;
 - Parking layout and capacity, including a minimum of 30 parking stalls plus one space per future employee.
 - General vehicle and emergency service access routes must remain unobstructed at all times, ensuring access to the back of the property for emergency vehicles.
 - A second emergency evacuation route shall be established and maintained.
 - Parking shall not be permitted on municipal roads or highways. The driveway and parking areas, including the second emergency access, must remain clear to ensure emergency access at all times.
 - Installation of appropriate signage and lighting for pathways and emergency exits;
 - Noise control measures in compliance with municipal bylaws, including reduced noise levels after 11:00 pm;
 - Proof of liability insurance specific to the operation of the Special Event Facility must be submitted to the RM prior to the commencement of operations;
 - Accessible washroom facilities, with a development permit for temporary washrooms valid for one year, after which a new permit must be obtained or permanent washrooms constructed;
 - Compliance with municipal bylaws and provincial regulations.
 - The applicant shall obtain all necessary permissions and approvals, including but not limited to Manitoba Transportation and Infrastructure (MTI).
 - A sound barrier might be required at the request of the RM to mitigate potential noise impacts on neighboring properties.
2. The applicant shall obtain a development permit from the Rural Municipality of Ste. Anne.

CARRIED

IN CAMERA

2024-560

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 10:20 am, to discuss Personnel Matters, By-law Enforcement Matters, and Matters in Preliminary Stages of discussion under Section 152(3) of *The Municipal Act*.

CARRIED

At 10:20 am, Development Officer Hadiseh Bajelan left the meeting.

OUT OF CAMERA

2024-561

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED THAT this meeting reconvene into regular session at 10:39 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

Cost of Living Increase

2024-562

Councillor Normandeau

Councillor Eros

BE IT RESOLVED THAT the annual Cost of Living Increase to be applied to RM of Ste. Anne employee salary scales effective January 1, 2025, be set at 1%.

CARRIED

Kropp Road - Counter Offer - Roll 46770.000

2024-563

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT Council authorize the Reeve and CAO to ratify and enter into the Expropriation Compensation and Land Transfer Agreement with Brett and Mallory Worsnop for a portion of land at 45035 Kropp Road totaling 0.26 acres, as presented.

CARRIED

ADJOURNMENT

2024-564

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT this regular meeting be adjourned at 10:40 am.

CARRIED


NEXT MEETING(s)

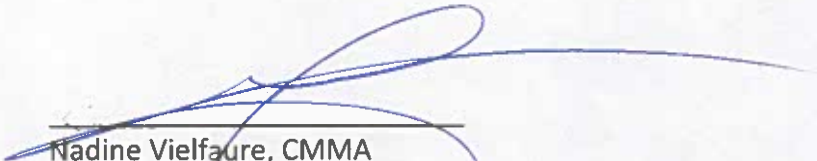
Regular Day Meeting

January 15, 2025 @ 9:00 am

Regular Evening Meeting

January 29, 2025 @ 6:00 pm


Richard Pelletier
Reeve


Nadine Vielfaure, CMMA
Interim Chief Administrative Officer

