



**Council Meeting Minutes  
January 10, 2024 - 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 10, 2024.

**CALL TO ORDER 9:00 AM**

Reeve Richard Pelletier called the meeting to order at 9:07 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.

On the 1-year anniversary of the passing of Ward 3 Councillor Brent Wery, Reeve Pelletier called for a moment of silence in his honour.

**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, Mike McLennan
- Legislative Officer, Nadine Vielfaure

**ADOPTION OF AGENDA**

2024-01

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT the agenda for the January 10, 2024, regular meeting be adopted as circulated.

**CARRIED**

**ADOPTION OF MINUTES**

2024-02

Councillor Normandeau

Councillor Waczko

BE IT RESOLVED THAT the December 13, 2023, regular meeting minutes be adopted as circulated.

**CARRIED**

**FINANCE**

**Cheque Listing**

2024-03

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT the following cheques & EFT payments numbered #20231728 – #20240047 (inclusive), in the amount of \$182,615.87, be approved for payment.

**CARRIED**

**Financial Statements**

2023-04

Councillor Normandeau

Councillor Stolwyk

BE IT RESOLVED THAT the Financial Statement for the period ending December 31, 2023 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 - January 3, 2024**

2024- 05

Councillor Waczko

Councillor Normandeau

BE IT RESOLVED THAT the January 3, 2024, LUD of Richer Committee meeting minutes be received as presented.

**CARRIED**

**2023 Additional Funding Allocation**

2024- 06

Councillor Sarrasin

Councillor Stolwyk

WHEREAS the Province of Manitoba provided additional funding to municipalities in 2023, with Council deciding to allocate this infrastructure funding between the rural and LUD budgets on a per capita basis, amounting to \$46,539.39 for the LUD of Richer;

AND WHEREAS Provincial representatives confirmed that these funds may not be used for 2023 projects already completed, and the terms of the funding mean it must be used towards infrastructure (asset management) or climate change mitigation, among others;

BE IT RESOLVED THAT Council authorize the LUD of Richer Committee's request, via resolution #LUD-2024-05, and allow these funds to be used towards 2024 sidewalk construction projects with provisions to this effect to be included in the 2024 Financial Plan.

**CARRIED**

**2024 LUD Budget - Public Presentation of Service Plan**

2024- 07

Councillor Sarrasin

Councillor Eros

WHEREAS on February 7th, 2024, the LUD of Richer Committee, by Resolution #LUD-2024-06, is proposing to gather to award the annual contest prizes, and present their Preliminary LUD Financial and Service Plan presentation during their regularly scheduled meeting;

BE IT RESOLVED THAT Council authorize advertisements, along with light refreshments to be provided, for this public engagement opportunity pertaining to the Draft 2024 LUD Service and Financial Plan, with costs to be approved from the LUD's community development budget.

**CARRIED**

**DELEGATIONS**

Tabled until the scheduled Delegation time.

**HEARINGS**

Tabled until the scheduled Hearing time.

**DEPARTMENT MANAGER REPORTS – None.**

**BY-LAWS**

**By-Law #14-2022 and #15-2022 - Deer Lane - Update**

Administration to investigate.

**By-law #2023-15 - LUD of Richer Special Service Levy By-law - 3rd Reading**

2024-08

Councillor Stolwyk

Councillor Sarrasin

WHEREAS the Municipal Board, by their order No. E-23-093, has reviewed and approved the Local Urban District (LUD) of Richer's Weekly Curbside Garbage Collection Special Service Levy By-law #2023-15 on condition that there be some minor changes;

AND WHEREAS, by the LUD of Richer Committee Resolution #LUD-2024-08, Council is recommended to proceed with the enactment of this revised Special Service Levy By-law;

BE IT RESOLVED THAT By-Law #2023-15, being a by-law to establish a Special Service Levy for Weekly Curbside Garbage Collection Services in the Local Urban District of Richer, be given third and final reading.

COUNCIL MEMBER	IN FAVOUR	OPPOSED	ABSTAIN	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			

**CARRIED**

**NEW BUSINESS**

**January 24th Council Meeting**

Received as information.

**Intermunicipal Project - Loewen Blvd**

2024-09

Councillor Sarrasin

Councillor Normandeau

WHEREAS the Rural Municipality of La Broquerie has approached the RM of Ste. Anne with a proposal to share the cost of an intermunicipal road reconstruction project along Loewen Blvd, between Roads 36E and 37E, with the RM of Ste. Anne's share being approximately \$315,000.

BE IT RESOLVED THAT Council include provisions for the intermunicipal Loewen Blvd reconstruction project in the 2024 Financial Plan, with allocation of funds to be determined as part of the development of the plan.

**CARRIED**

**Native Plant Solutions - 2024 Monitoring**

2024-10

Councillor Eros

Councillor Stolwyk

BE IT RESOLVED THAT Council enter into an agreement with Native Plant Solutions (Ducks Unlimited) to provide professional consulting services for treatment wetland operations for the 2024 year;

BE IT FURTHER RESOLVED that Native Plants Solutions provide assistance in operating and monitoring the municipal wastewater wetland in the 1st year of operations and discharge in 2024 in the amount of \$7,610.00 plus laboratory water quality testing fees as needed outlined in the agreement as presented.

**CARRIED**

**2024 Planning**

Received as information.

**AMM-Volunteer MB Award**

Tabled to In Camera.

**PLANNING & DEVELOPMENT**

**RM of Reynolds - Zoning By-Law Amendment Notification**

Received as information.

**RM of Tache - Zoning By-Law Amendment Notification**

Received as information.

**Manitoba Hydro Easement No. 75386**

2024-11

Councillor Eros

Councillor Stolwyk

BE IT RESOLVED THAT Council authorize the CAO to sign the application for Easement No. 75386, located in SE 33-07-08E, on Roll #16700.000, for a hydro distribution anchor.

**CARRIED**

**Policy No. 17- ADMIN - Update**

2024-12

Councillor Eros

Councillor Stolwyk

BE IT RESOLVED THAT Council adopt the revisions to Policy #17-ADMIN, being a policy to establish guidelines for development approvals and process requirements in coordination with Municipal By-laws and Provincial Legislation, in order to authorize the municipal team to approve MB Hydro Easements for gas or electricity.

**CARRIED**

**Subdivision File #4175-21-8414 - Streichert - Drainage Plan**

2024- 13

Councillor Normandeau

Councillor Waczko

WHEREAS Council gave conditional approval of Subdivision File #4175-21-8414 on August 18, 2021, with Resolution #2021-349, for two new 10-acre parcels, on condition that an engineered drainage plan be provided, to the satisfaction of the Municipality;

AND WHEREAS Council, by way of Resolution #2023-291, agreed to modify the erosion control standards and simply require the ditches and swales be covered in vegetation in a manner that provides adequate erosion control;

AND WHEREAS the proposed engineered drainage plan, also referred to as the "Site Grading Plan," has now been reviewed to the satisfaction of the Municipal Engineer, on condition that Provincial approval be obtained as detailed in their correspondence;

BE IT RESOLVED THAT Council accept the Developer's Engineered Drainage Plan as presented on

the following conditions added to the conditions mentioned in Resolution #2021-349 outlined below:

1. That the Developer provide written proof of Provincial approval of this Site Grading Plan;
2. That, should the Province of Manitoba require any changes to the design, the Municipality be provided with those revisions for further review and confirmation of compliance with Municipal Standards;
3. That, as the Site Grading Plan requires the construction of inter-lot swales, the Developer be required to enter into a Development Agreement with the Municipality to address the construction of this infrastructure to municipal standards, among others, with this Agreement to be registered on title;
4. That the required Development Agreement also address the requirements included in the previously approved Geotechnical Report;
5. That, as the Site Grading Plan also identifies the requirement for drainage easements, the Developer be required to enter into a Drainage Easement Agreement and provide an Easement Plan for Drainage, both also to be registered in series on the affected Titles.

Conditions in the Resolution No. 2021-349:

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 and permits;
3. That the applicant provide a geotechnical report prepared by a geotechnical engineer including information on the soil conditions, the ground water level and the engineer's opinion on the maximum excavation depths for buildings on all newly created lots;
4. That the applicant provide an engineered drainage plan;
5. That a contribution fee of \$1,500.00 per parcel created be required; and
6. That all costs including any legal and engineering costs incurred due to this subdivision be borne by the applicant.

**CARRIED**

**Development Agreement for Subdivision File #4175-21-8534**

2024- 14

Councillor Eros

Councillor Sarrasin

WHEREAS Council approved Subdivision File #4175-21-8534 on January 26, 2022, through Resolution #2022-035 and subsequently amended it on September 27, 2023, via Resolution #2023-486, subject to certain conditions, which include the execution of a development agreement; and

WHEREAS the draft development agreement has been prepared, reviewed, and signed by the Developer;

BE IT RESOLVED THAT Council approved the Development Agreement for Subdivision File #4175-21-8534 as presented;

BE IT FURTHER RESOLVED THAT the Reeve and Chief Administrative Officer be authorized to sign and execute this Agreement.

**CARRIED**

**CONSENT AGENDA**

2024-15

Councillor Normandeau

Councillor Stolwyk

BE IT RESOLVED THAT the consent agenda consisting of the following 11 items be adopted as circulated:

AMM - Various Correspondence

FCM - Various Correspondence

Seine Rat Roseau Watershed District

Manitoba Emergency Management Organization

Manitoba Habitat Conservancy

STARS

Eco-West – Various Correspondence

MB Emergency Management Organization – Newsletter – December 2023

Accueil Kateri

Dawson Trail Arts and Heritage Tour  
SteinbachOnline

**CARRIED**

**IN CAMERA**

2024-16

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 9:44 am, to discuss Personnel Matters and By-law Enforcement Matters under Section 152(3) of *The Municipal Act*.

**CARRIED**

At 9:45 am, Legislative Officer Nadine Vielfaure left the meeting.

**OUT OF CAMERA**

2024-17

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT this meeting reconvene into regular session at 10:14 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**

At 10:16 am, Development Officer Hadiseh Bajelan and Legislative Officer Nadine Vielfaure joined the meeting.

**DELEGATION(S)**

At 10:20 am, Louise Hutton & Don Fletcher of Age Friendly Manitoba made a presentation to Council regarding their organization and the services they offer, and to request Council's support.

At 10:30 am, Michelle Richard of M. Richard and Associates, an Economic Development Consultant, joined the meeting to speak with Council regarding the services they are able to provide the RM of Ste. Anne.

**HEARINGS - 11:00 am**

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 January 10, 2024 Council Meeting Agenda.

**Variation Order #17-23 - Existing Accessory Building - Sean Beiko**

2024-18

Councillor Eros

Councillor Waczko

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Variation Order #17-23 to allow for the existing accessory building to remain on the property before the establishment of a main use/building on NE16-8-8E, Lot 2 Plan 44927 in the LUD of Richer, at 11:01 am.

**CARRIED**

At 11:02 am, Councillor Pat Stolwyk declared an interest in the matter and left the meeting.

The applicant, Sean Beiko, was not in attendance.

The LUD of Richer Committee submitted recommended conditions of approval by their Resolution #LUD-2024-10.

No presentations from members of the public were received.

**OUT OF HEARING -VO#17-23 - Existing Accessory Building - Sean Beiko**

2024-19

Councillor Eros

Councillor Waczko

BE IT RESOLVED THAT the Hearing for Variation Order #17-23 be closed and that this meeting reconvene into regular session at 11:09 am.

**CARRIED**

**Hearing Decision - VO#17-23 - Existing Accessory Building - Sean Beiko**

2024-20

Councillor Eros

Councillor Waczko

WHEREAS public hearing was held for Variation Order #17-23, allowing for the existing accessory building to remain on the property before the establishment of a main use/building on NE16-8-8E, Lot 2 Plan 44927 in the LUD of Richer, in an area zoned Residential;

AND WHEREAS the LUD of Richer Committee submitted recommended conditions of approval through their Resolution #LUD-2024-10;

BE IT RESOLVED that Variation Order #17-23 be approved on the condition that this Variation Order shall expire on January 10, 2027, if not otherwise brought into compliance, and that the property be kept in good repair and not become unsightly.

**CARRIED**

At 11:14 am, Councillor Pat Stolwyk joined the meeting following all discussions and voting relating to the Public Hearing matter.

**IN CAMERA**

2024-21

Councillor Eros

Councillor Stolwyk

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 11:14 am, to discuss Personnel Matters and By-law Enforcement Matters under Section 152(3) of *The Municipal Act*.

**CARRIED**

At 11:15 am, Development Officer Hadiseh Bajelan and Legislative Officer Nadine Vielfaure left the meeting.

At 11:29 am, Councillor Brad Ingles left the meeting.

**OUT OF CAMERA**

2024-22

Councillor Waczko

Councillor Stolwyk

BE IT RESOLVED THAT this meeting reconvene into regular session at 11:46 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**

**2024 Salary Scale**

2024-23

Councillor Eros

Councillor Normandeau

BE IT RESOLVED THAT Council approve the 2024 Salary Scale, as presented In Camera.

**CARRIED**

**AMM-Volunteer MB Award**

2024-24

Councillor Sarrasin

Councillor Waczko

WHEREAS Accueil Kateri Inc. was created due to the community's need for food bank services;  
AND WHEREAS Accueil Kateri Inc. has carried out volunteer work in the Town and RM of Ste. Anne that enriches our community through their efforts by responding to community needs, ensuring the well-being of those experiencing difficulties, and mobilizing the community in our shared goal of donating, fundraising, and supporting our neighbours;

BE IT RESOLVED THAT Council nominate Accueil Kateri Inc. for the Association of Manitoba Municipalities (AMM) Community Leadership Award for their contributions to the community through their dedicated volunteer services.

**CARRIED**

**ADJOURNMENT**

2024-25

Councillor Eros

Councillor Stolwyk

BE IT RESOLVED THAT this regular meeting be adjourned at 11:48 am.

**CARRIED**

**NEXT MEETING(s)**

Regular Evening Meeting

Regular Day Meeting

January 24, 2024 @ 6:00 pm

February 14, 2024 @ 9:00 am



Richard Pelletier

Reeve



Mike McLennan

Chief Administrative Officer