



STE. ANNE MUNICIPALITY

Council Meeting Minutes March 27, 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 March 27, 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	Via Phone	
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
Development Officer, Hadiseh Bajelan

ADOPTION OF AGENDA

2024-111

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT the agenda for the March 27, 2024, regular meeting be adopted as circulated and amended.

CARRIED

ADOPTION OF MINUTES

2024-112

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT the February 28, 2024, and March 13, 2024, regular meeting minutes be adopted as circulated.

CARRIED

FINANCE

Cheque Listing

2024-113

Councillor Ingles

Councillor Waczko

BE IT RESOLVED THAT the following cheques & EFT payments numbered #20240346 – #20240415 (inclusive) in the amount of \$123,956.91 be approved for payment.

CARRIED

MUNICIPAL DELEGATE REPORTS

Emergency Management - Media Training - March 14, 2024 - Reeve & CAO

AMM Southeastern District Municipal Forum Information Session - March 18, 2024 - Reeve Pelletier & Deputy Reeve Eros

Seine Rat Roseau Watershed District Meeting - Councillor Waczko

Climate Change Workshop - Beausejour - March 20, 2024 - Deputy Reeve Eros

UNFINISHED BUSINESS – None.

NOTICE OF MOTION / PETITIONS – None.

COMMITTEE MINUTES AND MATTERS

Committee of the Whole Meeting - March 19, 2024

2024-114

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT the March 19, 2024, Committee of the Whole meeting minutes be adopted as circulated.

CARRIED

DELEGATION(S) – None.

DEPARTMENT MANAGER REPORTS – None

At 6:17 pm, Councillor Normandeau left the meeting.

BY-LAWS

By-law #2024-06 - Capital Lot Levy By-law - 2nd Reading

2024-115

Councillor Ingles

Councillor Sarrasin

WHEREAS Council gave first reading to the Capital Lot Levy By-law #2024-06 on March 13, 2024; AND WHEREAS during the March 19, 2024, Committee of the Whole meeting, Resolution #CotW-2024-16, confirmed the Reserve Fund allocations outlined in Schedule "A" to By-law #2024-06;

BE IT RESOLVED THAT By-law #2024-06, being the Capital Lot Levy By-law, be given second reading.

CARRIED

By-law #2024-06 - Capital Lot Levy By-law - 3rd Reading

2024-116

Councillor Ingles

Councillor Eros

BE IT RESOLVED THAT By-Law #2024-06, being the Capital Lot Levy By-law, 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

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

2024-117

Councillor Stolwyk

Councillor Eros

WHEREAS Capital Lot Levy By-law #2024-06 was enacted by Resolution #2024-116, establishing a new levy to be reflected in the Schedule to the Municipal Fees & Charges By-law #2024-06; AND WHEREAS Committee of the Whole Resolution #CotW-2024-16 recommended deleting the subdivision administration fee of \$1,500 per newly created Lot, and establishing the Capital Lot Levy at \$2,000 per newly created lot;

BE IT RESOLVED THAT Council adopt the revised Planning Fees found in Schedule 'A' of Fees and Charges By-law #2023-21 as presented, including:

- the addition of a "non-refundable" clarification to subdivision application and administration fees;
- listing the Dedication Fees outlined in municipal Policy #03-ADMIN, also being Schedule 'C' of Capital Lot Levy By-law #2024-06;
- deleting the subdivision administration fee of \$1,500 per newly created Lot; and
- establishing the Capital Lot Levy at \$2,000 per newly created lot.

CARRIED

By-law #2024-07 - No Truck Route By-law - 2nd Reading

2024-118

Councillor Ingles

Councillor Sarrasin

WHEREAS during the March 19, 2024 Committee of the Whole meeting, direction was given to Administration regarding Schedule "A" to the No Truck Route By-law #2024-07;

BE IT RESOLVED THAT By-Law #2024-07, being a by-law to establish weight restrictions and designate "No Truck" routes, be given second reading, as presented.

CARRIED

By-law #2024-07 - No Truck Route By-law - 3rd Reading

2024-119

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT By-Law #2024-07, being a by-law to establish weight restrictions and designate "No Truck" routes, 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

Province of Manitoba - Bulletins #2024-06 to 2024-08

Received as information.

At 6:27 pm, Councillor Normandeau joined the meeting.

AMM Invitation - Leading Practices in Municipal Government Workshop

Received as information.

AMM - NAMS+ Asset Management Training Program

Received as information.

Request for Donation - Pointe-des-Chenes Grad Committee

2024-120

Councillor Ingles

Councillor Eros

BE IT RESOLVED THAT Council donate promotional items, at the discretion of the CAO, to the École Pointe-des-Chenes Graduation Fundraiser "Casino Night".

CARRIED

Government of Manitoba - MEDIP Funding Approval - EMO Generator Project

2024-121

Councillor Sarrasin

Councillor Eros

WHEREAS the RM of Ste. Anne applied for funding from the Province of Manitoba's Municipal Economic Development Infrastructure Program, as directed by Resolution #2023-496;
AND WHEREAS Council has been approved to receive a contribution of \$55,000.00 towards the purchase of a new Generator for Emergency Management purposes, total project cost being estimated at a maximum of \$100,000;

BE IT RESOLVED THAT Council agree to the outlined terms and conditions, and authorize the Chief Administrative Officer to sign the \$55,000 Project Contribution Agreement between the Municipality and the Government of Manitoba for the EMO Generator Project, as presented.

CARRIED

Richer Community Club - Richer Recreation Committee - Invitation to AGM

Received as information.

Emergency Measures MOU

2024-122

Councillor Ingles

Councillor Eros

WHEREAS, when Emergency situations occur, they may impact more than one local government;

AND WHEREAS it is in neighbouring municipalities' best interest to be informed of the events and potential impacts during an emergency event, and that this be done in a timely fashion, and by using appropriate communication channels;

AND WHEREAS a template Memorandum of Understanding (MOU) for Intermunicipal Emergency Communication has been developed between the RM of Ste. Anne's Administration team, including the Emergency Coordinator and Fire Chief;

BE IT RESOLVED THAT Council approve the Memorandum of Understanding for Intermunicipal Emergency Communication template as presented;

BE IT FURTHER RESOLVED THAT Council authorize Administration to approach neighbouring Municipalities in order to request they consider entering into such an MOU with the RM of Ste. Anne;

BE IT FURTHER RESOLVED THAT Administration be authorized to develop Schedule A - Communication Plan, for each MOU proposed, in concert with the neighbouring municipality's Administration;

BE IT FURTHER RESOLVED THAT, unless significant changes to the template presented are requested by either party, the Reeve and CAO be authorized to ratify these Intermunicipal Emergency Communication Protocol Memorandum of Understanding.

CARRIED

Crown Lands Permit Application - Update

Received as information.

Emergency Warning System - Update

Received as information.

Minnesota Transmission Line

Received as information.

Canada Post - Initiative Update

Received as information.

PLANNING & DEVELOPMENT

Subdivision #4175-24-8935 - Marc Atiyolil Media Inc.

2024-123

Councillor Sarrasin

Councillor Ingles

WHEREAS Council has reviewed the Report to Council for Subdivision File #4175-24-8935 proposing to create one additional approx. 2.09-acre residential use lot from the current approx. 4.56-acre lot held under CT #3254969/1, on SW 18-8-8E, in an area zoned Rural Residential;

BE IT RESOLVED THAT Subdivision File #4175-24-8935 be approved on the following conditions (please note that the order of these conditions does not imply the order of their required completion):

1. That the applicant provides an electronic copy and/or hard copy of the Plan of Subdivision/Survey, the site area for each lot, and a Building Location Certificate for proposed Lot 1, prepared by a Manitoba Land Surveyor;
2. That the applicant obtains any necessary variations and pay the associated variation order fees;
3. That a development agreement may be required to address matters relating to this development, and if so, is to be registered on title.
4. That any non-conforming uses or buildings be brought into compliance with municipal Zoning By-law requirements to the satisfaction of the Designated Officer.
5. That the subdivision administrative fee of \$375 be required in accordance with By-Law 21-2023;
6. That \$2,812.58 be paid to the Municipality in lieu of public reserve or school lands in accordance with Section 136(1) of *The Planning Act* and Policy #03-ADMIN; Should design plans change, then the allocation between cash and lands may be revised, provided the 10% allocation for public reserve purposes is met under this Policy;
7. That an administration fee of \$1,500.00 per parcel created be required, totaling \$1,500.00;
8. That any engineered and/or legal document that may be required due to this subdivision may be reviewed by the municipal engineer and/or lawyer; and
9. 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

Subdivision #4175-23-8894 - Request for Appeal

2024-124

Councillor Sarrasin

Councillor Stolwyk

WHEREAS a requirement of Council's conditional approval of Subdivision File #4175-23-8894 under Resolution No. 2023-579 was that any non-conforming uses or buildings be brought into compliance with municipal Zoning By-law requirements;

AND WHEREAS the Developer requested an appeal to that condition on March 12, 2024;

BE IT RESOLVED THAT Council accept this request and amend condition 5 of Resolution #2023-579 to apply only to Lot 1;

THEREFORE BE IT FURTHER RESOLVED that the amended conditional approval of Subdivision File #4174-23-8894 is to be updated to now reflect the following conditions:

1. That the applicant provides a copy of the Plan of Subdivision/Survey, a Building Location Certificate (electronic copy or hard copy), and the area of each lot in acres, prepared by a Manitoba Land Surveyor;
2. That a development agreement may be required to address matters relating to this development, and if so, is to be registered on title.
3. That, if required, any easements be provided to the Municipality in the form of a Plan of Easement and associated Easement Agreements to be registered on title;
4. That the applicant obtains any necessary variations and pay the associated variation order fees;
5. That any non-conforming uses or buildings in proposed lot 1, Roll #31610, be brought into compliance with municipal zoning by-law requirements to the satisfaction of the designated officer.
6. That the subdivision administrative fee of \$150 be required in accordance with By-Law 07-2011;
7. That any engineered and/or legal document pertaining to this subdivision may be reviewed by the municipal engineer and/or lawyer; and
8. 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

Request for Consideration: Road Upgrade and Property Development on Road 42E between 47N to 48N

2024-125

Councillor Ingles

Councillor Stolwyk

WHEREAS the Municipality received a request to extend Road 42E to provide public road access to NW 31-8-8E in order to allow for a dwelling unit to be built on said land;

AND WHEREAS the extension of Road 42E through a Local Improvement By-Law is financially not viable for the Municipality as a whole;

AND WHEREAS allowing the extension of Road 42E as a private driveway would increase the Municipality's liability risk, create road user conflicts and be an additional future burden to the Municipality;

BE IT RESOLVED that the request to have the Municipality extend Road 42E from 47N to 48N be denied;

BE IT FURTHER RESOLVED that the RM would be willing to consider entering into an agreement for 100% privately funded road development to municipal standards from 48N to the property.

CARRIED

Building Permit #13-24 - Telecom Tower - Scotland

2024-126

Councillor Ingles

Councillor Eros

WHEREAS the RM of Ste. Anne Zoning By-law #2023-13 stipulates that the minimum site requirement for a "public utility" in the Agriculture limited zone must be determined by Council;

AND WHEREAS Building Permit #13-24 was presented to Council to determine the minimum site requirement for a proposed Telecommunication Tower at NE 16-8-8 E, Roll #50600, zoned Agriculture limited;

BE IT RESOLVED that Building Permit #13-24 for a Telecommunication Tower be approved with the minimum setback requirement being:

- 390 feet from the north property line,
- 298 feet from the east property line,
- 1106 feet from the south property line, and
- 1309 feet from the west property line,

as identified on the associated site plan.

CARRIED

RM of Tache - Zoning By-Law No. 04-2024

Received as information.

CONSENT AGENDA

2024-127

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT the consent agenda consisting of the following 7 items be adopted as circulated:

AMM - Various Correspondence

FCM - Various Correspondence

Earthday.ca

KGS Group - Engineering Services - Invitation

ClimateWest - Newsletter - March 2024

Seine Rat Roseau Watershed District - Minutes

Manitoba Sustainable Energy Association (ManSEA) - 2024 Conference

CARRIED

IN CAMERA

2024-128

Councillor Sarrasin

Councillor Waczko

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 7:02 pm, to discuss Personnel Matters, By-law Enforcement Matters and Matters in Preliminary Stages under Section 152(3) of *The Municipal Act*.

CARRIED

At 7:03 pm, Development Officer Hadiseh Bajelan, left the meeting.

OUT OF CAMERA

2024-129

Councillor Eros

Councillor Stolwyk

BE IT RESOLVED THAT this meeting reconvene into regular session at 8:51 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

Town of Ste Anne - Fire Services Agreement

2024-130

Councillor Eros

Councillor Stolwyk

WHEREAS the Town of Ste Anne entered into a Fire Protection Services Agreement in 2019, with an agreed upon annual increase, to be in effect until 2034;

AND WHEREAS the Town of Ste Anne approached the RM of Ste Anne to re-evaluate and increase the annual contribution amount for 2024 and subsequent years as a result of inflation and other factors that could not be foreseen at the time of signing the original agreement;

AND WHEREAS Council previously passed Resolution #2024-91, which approved an increase to the 2024 contribution for Fire Protection Services by the Town of Ste. Anne Fire Department to a total of \$154,000;

BE IT RESOLVED THAT Council grant a further increase of \$21,000 to the Town of Ste. Anne Fire Department for a total 2024 contribution of \$175,000;

BE IT FURTHER RESOLVED THAT Council request an intermunicipal committee to be formed to discuss further considerations in relation to the Intermunicipal Fire Services Agreement.

CARRIED

Town of Ste Anne - Memorandum of Understanding - Annexation

2024-131

Councillor Ingles

Councillor Stolwyk

BE IT RESOLVED THAT Council authorize the CAO and Reeve to sign the Memorandum of Understanding pertaining to the Town of Ste. Anne annexation proposal.

CARRIED

ADJOURNMENT

2024-132

Councillor Ingles

Councillor Waczko

BE IT RESOLVED THAT this regular meeting be adjourned at 8:54 pm.

CARRIED

NEXT MEETING(s)

Regular Day Meeting

Regular Evening Meeting

April 10, 2024 @ 9:00 am

April 24, 2024 @ 6:00 pm



Richard Pelletier
Reeve



Mike McLennan
Chief Administrative Officer