



Council Meeting Minutes
February 26, 2025 - 06:00 PM

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on February 26, 2025.

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	Joined at 6:05 pm	
KYLE WACZKO, WARD 2	X	
PATRICK STOLWYK, WARD 3	Joined at 6:04 pm	
BRAD INGLES, WARD 4	X	
ROBERT SARRASIN, WARD 5	X	
RANDY EROS, WARD 6	X	

Also in attendance were:
Chief Administrative Officer, Shelley Jensen
Development Officer, Hadiseh Bajelan

ADOPTION OF AGENDA

2025-54
Councillor Eros
Councillor Waczko
BE IT RESOLVED THAT the agenda for the February 26, 2025, regular meeting be adopted with the following addition(s):
- Request to Province to Acquire Crown Lands

CARRIED

ADOPTION OF MINUTES

2025-55
Councillor Ingles
Councillor Sarrasin
BE IT RESOLVED THAT the February 12, 2025, regular meeting minutes be adopted as circulated.
CARRIED

FINANCE

Cheque Listing

2025-56

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT the following cheques numbered #20250052 – #20250075 and EFT's numbered #202500167-202500219 (inclusive) in the amount of \$110,319.82 be approved for payment.

CARRIED

MUNICIPAL DELEGATE REPORTS

Northeast Red Watershed District

Northeast Red Watershed District Meeting - February 20, 2025

Councillor Patrick Stolwyk Joined the meeting at 6:04 pm.

Councillor Sarah Normandeau Joined the meeting at 6:05 pm.

Northeast Red Watershed District - Salmon Lake Forestry Roads Mtg - February 24, 2025

2025-57

Councillor Eros

Councillor Sarrasin

WHEREAS the Watershed Districts and the Municipalities agree that it is in the best interests of all parties that the water retention dyke, which has been completed, should be maintained in the Salmon Lake area on Roads (Trails) #13 and #13A in the Rural Municipality of Ste. Anne and the Rural Municipality of Reynolds;

AND WHEREAS the Watershed Districts agree to arrange and supervise the above work and future maintenance of the work.

BE IT RESOLVED THAT Council authorize the Reeve to ratify the agreement with the Watershed Districts.

CARRIED

UNFINISHED BUSINESS - None

NOTICE OF MOTION / PETITIONS - None

COMMITTEE MINUTES AND MATTERS

Committee of the Whole Meeting - February 18, 2025

2025-58

Councillor Waczko

Councillor Eros

BE IT RESOLVED THAT the February 18, 2025, Committee of the Whole meeting minutes be adopted as circulated.

CARRIED

Canada Post - Civic Addressing Update

2025-59

Councillor Waczko

Councillor Sarrasin

WHEREAS Council requested that Canada Post transition the current rural and community mail box system to a civic addressing based community mail box system via their Resolution #2020-361;

AND WHEREAS Phase 1 of this project will transition properties in the Giroux region of the RM of Ste. Anne;

AND WHEREAS Council has the option to require all rural (driveway) mail boxes to transition immediately, or allow each resident to make that choice;

AND WHEREAS Council has the duty to select community names which will be associated with the new civic-based mailing addresses (ex: 123 Main Street, Community MB, R5H #X#);

BE IT RESOLVED THAT Council accept the Committee of the Whole recommendation CotW-2025-06 and re-confirm their engagement to transitioning the entire municipality to a civic-based community mailbox system, to be established in phases, starting with the Giroux area;

BE IT FURTHER RESOLVED THAT Council establish the following community names for the purpose of assigning civic addressing mailing addresses, as outlined in the map attached hereto as Appendix 'A' :

- Giroux
- Ste. Anne West
- La Coulee
- Richer

BE IT FURTHER RESOLVED THAT Council grant each property with a Rural Mail Box (located at the end of their driveway) the option to maintain their mailing address on the following conditions:

1. The rural mailbox must comply with Canada Post Standards;
2. The rural mailbox is the responsibility of the property owner/resident to maintain at their sole cost;
3. Should the rural mailbox need to be replaced, then a civic-addressing based community mailbox may become mandatory.

CARRIED

Request from Nelson River Construction - Temporary Portable Asphalt Plant

2025-60

Councillor Ingles

Councillor Eros

BE IT RESOLVED THAT Council approve the request from Nelson River Construction to establish an Asphalt Plant in the vicinity of Road 48N and PTH 12 in the RM of Ste. Anne, as recommended by Committee of the Whole Resolution #CotW-2025-07.

CARRIED

DEPARTMENT MANAGER REPORTS

Fire Chief Report

Received as information.

BY-LAWS

By-law #2025-01 - Fire Protection Reserve Fund By-law - 1st Reading

2025-61

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED THAT By-law #2025-01, being a By-law to establish a Fire Protection Reserve Fund, be given first reading.

CARRIED

NEW BUSINESS

Tax Sale Date

2025-62

Councillor Eros

Councillor Waczko

WHEREAS Section 365(2) of *The Municipal Act* provides that Council may in any year designate the immediately preceding year, or any earlier year, as the year for which properties, the taxes in respect of which are in arrears for the year, must be offered for sale by auction to recover the tax arrears and costs;

BE IT RESOLVED that the Designated Year for which properties in arrears be offered for sale by auction, be 2024 (meaning all properties with unpaid 2023 property taxes);

BE IT FURTHER RESOLVED THAT in accordance with s. 363 (1) of *The Municipal Act*, “costs” shall be the actual costs incurred by the municipality for each parcel listed for the tax sale plus an administration fee of \$50.00 per roll as set forth in Manitoba Regulation 50/97; and

BE IT FURTHER RESOLVED THAT the Tax Sale be scheduled for November 5, 2025, at 2:00 pm in the RM of Ste. Anne Council Chambers.

CARRIED

2025 EMO Spring Conditions Seminar Invitation

Received as information.

Drainage Improvements - Kropp Road

2025-63

Councillor Sarrasin

Councillor Ingles

WHEREAS it was identified the drainage along Kropp Road could be improved by the replacement of two private approach culverts;

BE IT RESOLVED THAT Council instruct the Operations Manager to replace the two identified private approach culverts located in the Kropp Road Allowance with larger diameter culverts to improve drainage in this area;

BE IT FURTHER RESOLVED THAT provisions for this work be included in the 2025 Financial Plan;

BE IT FURTHER RESOLVED THAT this work be completed as soon as logistically possible, pending budget approval and obtention of the required permissions.

CARRIED

AMM - Municipal General Insurance Renewal Meeting

2025-64

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the Reeve be authorized to attend the Association of Manitoba Municipalities' virtual 2025 Municipal General Insurance Renewal Meeting on March 7, 2025, with all associated costs to be paid.

CARRIED

Request to Province to acquire Crown Lands

PLANNING & DEVELOPMENT

Garden Suites & Secondary Suites – Amendment of Development Agreements

2025-65

Councillor Eros

Councillor Sarrasin

WHEREAS the Municipality's previous Zoning By-Law permitted Garden Suites as a Conditional Use in certain zoned areas;
AND WHEREAS many registered owners were required to register a development agreement on their property placing restrictions on the then Garden Suite;
AND WHEREAS the Municipality recently adopted Zoning By-Law No. 2023-13 to include Secondary Suites as a conditional use, permitted in certain zoned areas which reduced the restrictions;
AND WHEREAS Garden Suites falls within the definition of Secondary Suites, pursuant to the current Zoning By-Law;
AND WHEREAS some of the restrictions within the existing development agreements are no longer valid, as per the Municipality's current Zoning By-Law;
AND WHEREAS administration for the Municipality is seeking to assist registered owners who have existing development agreements that are now too restrictive;
AND WHEREAS section 3 of the Municipal Act provides the Municipality to provide good government and to develop and maintain safe and viable communities;
NOW THEREFORE Council for the Municipality believes that it is in the Municipality's best interest to assist ratepayers correct irregularities from the Zoning By-Laws, and confirms the following:

1. Administration for the Municipality shall assist all owners who wish to amend or discharge a portion of the development agreement which overly restricts the use Garden Suites (such as removal of the Garden Suite), which are now Conditionally permitted to remain as a Secondary Suite pursuant to Zoning By-Law No. 2023-13.
2. The Municipality shall cover all costs associated with the process.

CARRIED

Development Agreement - Conditional Use #12-24 - Short Term Rental - Enns
2025-66

Councillor Sarrasin

Councillor Normandeau

WHEREAS a Public Hearing was held for Conditional Use #12-24 to allow for an existing secondary suite, and also for it be used as short term rental at 38060 Road 38N, NW 9-7-7E, in an area zoned Rural Residential 5;
AND WHEREAS as a condition of approval, the applicant is required to enter into a Development Agreement with the Rural Municipality of Ste. Anne;
AND WHEREAS the draft Development Agreement has been reviewed and signed by the Developer;
BE IT RESOLVED that the Development Agreement for Conditional Use #12-24 be approved as presented;
AND BE IT RESOLVED THAT Council authorize the Reeve and Chief Administrative Officer to sign the Development Agreement on behalf of the Rural Municipality of Ste. Anne.

CARRIED

Town of Ste. Anne - By-Law #01-2025 - Rezoning

Administration is to contact the Town of Ste. Anne to indicate that there are no concerns regarding the rezoning. Furthermore, Administration shall confirm the updated road maintenance responsibilities under our Intermunicipal Road Maintenance Agreement with the Town of Ste. Anne given the development of these new residential lots.

CONSENT AGENDA

2025-67

Councillor Normandeau

Councillor Stolwyk

BE IT RESOLVED THAT the consent agenda consisting of the following 17 items be adopted as circulated:

- AMM - Various Correspondence
- FCM - Various Correspondence
- Communities in Bloom
- Various Articles
- Manitoba Accessibility Office - Upcoming Webinars
- Age-Friendly Manitoba
- Climate West
- Southeast Cancer Support Services
- Government of Manitoba - News Releases
- Seine Rat Roseau Watershed District
- Red River Basin Commission
- ERMC Southern Sub Committee
- Association of Manitoba Bilingual Municipalities
- École Ste. Anne Immersion
- Rate Payer Concern Re: Intersection of 210 and 12
- Northeast Red Watershed District
- Eco-Ouest

CARRIED

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 February 26, 2025, Council Meeting Agenda.

Conditional Use #02-25 & Variation Order #01-25 - Short Term Rental & Special Event Facility - Harana Group Corp

IN HEARING - CU #02-25 & VO #01-25 - Short Term Rental & Special Event Facility

2025-68

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use #02-25 to firstly allow for a Special Event Facility namely a Wedding Venue & Gatherings, and secondly to allow for an existing Short-Term Rental, and Variation Order #01-25 to vary the number of guests for short term rental from 6 to 16 guests, at 39095 Road 42N; SE 3-8-7E in an area zoned Agriculture Mixed-Use, at 6:30 pm.

CARRIED

Hearing Minutes - CU #02-25 & VO #01-25 - Short Term Rental & Special Event Facility

The applicant, Gale Gabriel, made a presentation on behalf of Harana Group Corp, in favour of the proposal.

Kevin Medeiros, Operations Manager, provided written correspondence indicating no concerns with the proposal

An email from Erika Koop was received expressing opposition to the proposal.

Maurice Favreau made a presentation opposing the proposal.

Kent Koop made a presentation opposing the proposal.

Yoanne Champagne made a presentation.

The applicant, Gale Gabriel, made an additional presentation in response to the concerns raised.

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

OUT OF HEARING - CU #02-25 & VO #01-25 - Short Term Rental & Special Event Facility
2025-69

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT the Hearing for Conditional Use #02-25 & Variation Order #01-25 be closed and that this meeting reconvene into regular session at 7:02 pm.

CARRIED

Variation Order #02-25 - Subdivision #4175-22-8758 - Site Area - Reid

IN HEARING - VO #02-25 - SD #4175-22-8758 - Site Area - Reid

2025-70

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Variation Order #02-25 to vary the following bulk requirement as a condition of Subdivision File #4175-22-8758, approving Resolution #2023-35:

Proposed Lot B: Minimum site area requirement from 5 acres to 3.59 acres;

at 38101 Road 47N; SE 33-8-7E in an area zoned Agriculture Mixed-Use, at 7:04 pm.

CARRIED

Hearing Minutes - VO #02-25 - SD #4175-22-8758 - Site Area - Reid

The applicant, Susan Reid, was not in attendance.

Bernie Toews made a presentation opposing the proposal.

Sonja liane Fudge made a presentation opposing the proposal.

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

OUT OF HEARING - VO #02-25 - SD #4175-22-8758 - Site Area - Reid

2025-71

Councillor Normandeau

Councillor Stolwyk

BE IT RESOLVED THAT the Hearing for Variation Order #02-25 be closed and that this meeting reconvene into regular session at 7:24 pm.

CARRIED

At 7:25 pm, Council recessed until 7:30 pm.

DELEGATION(S)

CDEM - Workforce Needs Assessment Survey Results

At 7:30 pm, Madeleine Arbez, Executive Director, Marie-Cécile Alvarez, Community Economic Development Director, and Diodio Dieye, Special Projects and Research Officer with the Economic Development Council for Manitoba Bilingual Municipalities (CDEM), made a presentation to Council regarding a recent Workforce Needs Assessment completed in the RM of Ste. Anne.

Hearings Decision

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 February 26, 2025, Council Meeting Agenda.

Hearing Decision - CU #02-25 & VO #01-25 - Short Term Rental & Special Event Facility

2025-72

Councillor Stolwyk

Councillor Sarrasin

WHEREAS a Public Hearing was held for Conditional Use #02-25 to firstly allow for a Special Event Facility, namely a Wedding Venue & Gatherings, and secondly to permit an existing Short-Term Rental, as well as Variation Order #01-25 to increase the number of guests allowed for the short-term rental from 6 to 16 guests, at 39095 Road 42N; SE 3-8-7E in an area zoned Agriculture Mixed-Use;

BE IT RESOLVED that Conditional Use #02-25 & Variation Order #01-25 be conditionally approved, subject to the following:

1. A Development Agreement shall be registered on the title, including but not limited to the following conditions:
 - Short-Term Rental Conditions
 - The maximum number of overnight adult guests permitted in the short-term rental shall not be more than 16.
 - The short-term rental must provide five (5) parking spaces, entirely within the parcel on which it is located.
 - The applicant must obtain the necessary building permit, if required, to the satisfaction of the designated officer. This may include a final inspection by the Fire Chief to ensure compliance with safety regulations.
 - The applicant shall maintain the short-term rental unit in a clean and sanitary condition and operate it in accordance with all current municipal by-laws.
 - Special Event Facility Conditions
 - The maximum number of guests permitted for events at the facility shall not exceed 50.
 - The facility may operate from 9:00 AM to 11:00 PM and all music to cease by 11:00 PM (From May to end of September).
 - The applicant must provide adequate waste management and site maintenance.
 - A minimum of 20 parking stalls, plus one space per employees, must be provided.
 - The applicant must install appropriate signage and lighting for pathways, driveways and property line to satisfaction of the municipality.
 - The applicant must provide accessible washroom facilities.
 - If alcohol is to be served, the necessary licenses must be obtained by the developer or guests, and the developer shall be responsible for ensuring compliance with all licensing regulations
 - Fencing for parking area is required
 - During events at least one (1) security person per 50 guests is required.
 - Sound barrier and fencing may be required on parts of the property upon request of municipality.
 - The applicant must construct and maintain a 20-foot-wide driveway surface to accommodate emergency services.
 - General Conditions (Applicable to Both Uses)
 - Any costs related to this application shall be paid by the applicant.
 - The applicant must obtain a development permit from the RM of Ste. Anne.
 - The applicant shall demonstrate full compliance with all relevant federal, provincial, and municipal regulations, including but not limited to the RM of Ste. Anne Noise By-law and Animal Control By-law.
 - The applicant shall provide proof of adequate damage and liability insurance coverage to the Development Officer upon request.
 - The applicant shall retain the current letter of intent submitted. Any changes in use or modifications will require new approval.

- Parking shall not be permitted on municipal roads or highways.

CARRIED

Councillor Robert Sarrasin left the meeting between 8:54 and 8:57 pm.

Councillor Randy Eros left the meeting between 9:00 and 9:03 pm.

Hearing Decision - VO #02-25 - SD #4175-22-8758 - Site Area - Reid

2025-73

Councillor Normandeau

Councillor Stolwyk

WHEREAS a Public Hearing was held for Variation Order #02-25 to vary the following bulk requirement as a condition of Subdivision File #4175-22-8758, approving Resolution #2023-35:

Proposed Lot B: Minimum site area requirement from 5 acres to 3.59 acres;

at 38101 Road 47N; SE 33-8-7E in an area zoned Agriculture Mixed-Use

BE IT RESOLVED that Variation Order #02-25 be approved.

CARRIED

IN CAMERA

2025-74

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 9:12 pm to discuss Personnel Matters, Ombudsman's Report, Matters of Security, By-law Enforcement Matters, Legal Matters, Matters in Preliminary Stages, under Section 152(3) of *The Municipal Act*.

CARRIED

OUT OF CAMERA

2025-75

Councillor Normandeau

Councillor Waczko

BE IT RESOLVED THAT this meeting reconvene into regular session at 9:26 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

Public Works/Recreation Assistant Position

2025-76

Councillor Eros

Councillor Ingles

BE IT RESOLVED THAT Council establish a new full-time permanent position, being the Public Works/Recreation Administrative Assistant position, to be under the supervision of both the Operations Manager, as well as the Legislative Officer;

BE IT FURTHER RESOLVED THAT Council instruct administration to amend the municipal organizational chart as required to reflect this new position;

BE IT FURTHER RESOLVED THAT Council approve the associated salary scale for this position, as presented In Camera.

BE IT FURTHER RESOLVED THAT the above approval be subject to the adoption of the associated provisions in the municipality's 2025 Financial Plan.

CARRIED

ADJOURNMENT

2025-77

Councillor Normandeau

Councillor Stolwyk

BE IT RESOLVED THAT this regular meeting be adjourned at 9:28 pm.

CARRIED

NEXT MEETING(s)

Regular Day Meeting

March 12, 2025 @ 9:00 am

Regular Evening Meeting

March 26, 2025 @ 6:00 pm

Original signed by:

Original signed by:

Richard Pelletier
Reeve

Shelley Jensen, CMMA
Chief Administrative Officer