



**Council Meeting Minutes**  
**March 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 March 26, 2025.

**CALL TO ORDER 6:00 PM**

Reeve Richard Pelletier called the meeting to order at 6:01 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, Shelley Jensen  
Legislative Officer, Nadine Vielfaure

**ADOPTION OF AGENDA**

2025-95  
Councillor Eros  
Councillor Sarrasin  
BE IT RESOLVED THAT the agenda for the March 26, 2025, regular meeting be adopted as circulated as amended and presented.  
**CARRIED**

**ADOPTION OF MINUTES**

2025-96  
Councillor Sarrasin  
Councillor Stolwyk  
BE IT RESOLVED THAT the March 12, 2025, regular meeting minutes be adopted as circulated.  
**CARRIED**

**FINANCE**

**Cheque Listing**

2025-97

Councillor Stolwyk

Councillor Eros

BE IT RESOLVED THAT the following cheques numbered #20250085 – #20250100 and EFT's numbered #202500262 - #202500312 (inclusive) in the amount of \$127,079.41 be approved for payment.

**CARRIED**

**MUNICIPAL DELEGATE REPORTS**

**Regional Library Meeting - March 13, 2025 - Councillor Waczko**

**Manitoba Library Association Convention**

Received as information.

**Library Statistics - Update**

Received as information.

**AMBM Leadership Meeting - March 20, 2025**

**Heartfelt Lunches - March 25, 2025**

**UNFINISHED BUSINESS** – None.

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

**COMMITTEE MINUTES AND MATTERS**

**Committee of the Whole Meeting - March 18, 2025**

2025-98

Councillor Sarrasin

Councillor Ingles

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

**CARRIED**

**2025 Grant Applications - Spring Intake Approvals**

2025-99

Councillor Stolwyk

Councillor Ingles

WHEREAS multiple grant requests were received prior to the February 28, 2025 spring intake deadline, which were reviewed in accordance with the Municipal Grants Policies during the March 18, 2025, Committee of the Whole Meeting;

BE IT RESOLVED THAT, pending budget approval, Council approve the following 2025 grant requests for non-LUD of Richer applications received, to be paid in November 2025:

Non-Profit Organization	Grant	Purpose
Accueil Kateri (Food Bank)	\$ 12,000.00	Operating Support
Comité culturel de Ste. Anne	\$ 500.00	Events/Programming support
Grassroots Giroux	\$ 1,000.00	Events/Programming support
Seine River Services for Seniors	\$ 3,000.00	Programming support
Southeast Men's Group	\$ 300.00	Men's Mental Health Meetings
Ste. Anne Hospital Fund	\$ 2,000.00	Silver Sponsorship of the Gala dinner

BE IT FURTHER RESOLVED THAT Council approve the Seine River Services for Seniors request and commit to providing funding in the amount of \$3,000 for a total of 3 years (2025, 2026, & 2027 inclusively).

BE IT FURTHER RESOLVED THAT Council agree to waive the requirement for providing audited financial statements for the Accueil Kateri Centre grant exceeding \$10,000.

**CARRIED**

**Municipal Lagoon - Biosolids Removal Quotes**

2025-100

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT Council accept the quotation as submitted from Cleanwater Pro, dated March 11, 2025, for a survey to be completed of the biosolids in the municipal lagoon, in the amount of \$12,871.00 plus GST, as presented and authorizes all works to be completed and costs to be paid as per quotation, pending budget approval.

**CARRIED**

**Heartfelt Lunches - March 17, 2025 Meeting**

Received as information.

**DELEGATION(S)** – None.

**HEARINGS**

Tabled until the scheduled Hearing time.

**DEPARTMENT MANAGER REPORTS** – None.

**BY-LAWS** – None.

**NEW BUSINESS**

**STARS Open House Invitation**

2025-101

Councillor Eros

Councillor Ingles

BE IT RESOLVED THAT any available member of Council be authorized to attend the STARS Open House being held on April 16th, 2025, in Winnipeg with all associated costs to be paid.

**CARRIED**

**Appointing Tax Sale Manager**

2025-102

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT pursuant to By-Law No. 02-2008 of the Rural Municipality of Ste. Anne, TAXervice Inc. be appointed to manage property tax arrears recovery for the Rural Municipality of Ste. Anne;

BE IT FURTHER RESOLVED THAT pursuant to By-Law No. 02-2008 of the Rural Municipality of Ste. Anne, the following individuals be appointed Tax Sale Managers for the Rural Municipality of Ste. Anne:

- a) Donna Zinkiew, Vice President of TAXervice Inc., OR
- b) Tyler Burnside, Associate of TAXervice Inc.

**CARRIED**

**Response Letter to Province Re: PTH 12 & PR 210 Design**

Administration to respond.

**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 March 26, 2025 Council Meeting Agenda.

**Conditional Use #03-25 - Detached Secondary Suite - Artur Renz - Notice of Hearing**  
2025-103

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use #03-25 to allow for a Detached Secondary Suite at 44068 Road 46E, SE 15-8-8E, in an area zoned Rural Residential 5, at 6:32 pm.

**CARRIED**

The applicant, Artur Renz, provided a presentation in support of the proposal.

A written comment was received from Richer Fire Department Fire Chief, Chris Wilkins, indicating no concerns regarding the proposal.

A written comment was also received from RM of Ste. Anne Operations Manager, Kevin Medeiros, indicating no concerns regarding the proposal.

No presentations from members of the public were received.

**OUT OF HEARING - CU #03-25 - Detached Secondary Suite - Artur Renz**  
2025-104

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT the Hearing for Conditional Use #03-25 be closed and that this meeting reconvene into regular session at 6:37 pm.

**CARRIED**

**Hearing Decision - CU #03-25 - Detached Secondary Suite - Artur Renz**  
2025-105

Councillor Sarrasin

Councillor Stolwyk

WHEREAS a Public Hearing was held for Conditional Use #03-25 to allow for a Detached Secondary Suite at 44068 Road 46E, SE 15-8-8E, in an area zoned Rural Residential 5,

BE IT RESOLVED that Conditional Use Order #03-25 be conditionally approved subject to the following:

- a) The Developer is responsible for meeting all federal and provincial regulatory requirements, including those for water and wastewater servicing;
- b) The Developer must obtain building permit.

**CARRIED**

**NEW BUSINESS (Continued)**

**Request to Council - Purchase of Unused Road Allowance**  
2025-106

Councillor Eros

Councillor Ingles

BE IT RESOLVED THAT Council decline the request to transfer a part of undeveloped road allowance to the adjacent landowner (Roll #7000.000; NE 14-7-8E);

BE IT FURTHER RESOLVED THAT Council approach the landowner to discuss alternative solutions to mitigate the drainage issues they are experiencing.

**CARRIED**

**AMBM - Confirmation of Contribution**

2025-107

Councillor Sarrasin

Councillor Ingles

WHEREAS the RM of Ste. Anne adopted By-law #2024-03 implementing the Municipal Maturity Model (3M) for bilingualism and joined the Association of Manitoba Bilingual Municipalities (AMBM) in 2024;

AND WHEREAS, under the Canada-Manitoba Agreement on French Language Services (ECMSF), the AMBM provides financial contributions to its members to support the gradual and ongoing improvement of municipal administration's organizational infrastructure concerning the provision of services in both official languages, including the adoption of the 3M for bilingualism;

BE IT RESOLVED THAT Council gratefully accepts the \$7,500 contribution and expresses sincere appreciation for the support received by the AMBM;

**CARRIED**

**PLANNING & DEVELOPMENT**

**Subdivision #4175-25-9601 - Daniel Tschritter**

2025-108

Councillor Sarrasin

Councillor Eros

WHEREAS Council has reviewed the Subdivision File #4175-25-9061 Report to Council, proposing to create two additional residential lots of approximately 2.01 acres and 2.62 acres from the existing 26.71-acre title CT# 2986594/1 on Lot 1 Plan 21345 WLTO SE ¼ 17-8-8E in an area zoned Residential Urban;

BE IT RESOLVED THAT Subdivision File #4175-25-9061 be approved subject to the following conditions:

- a) That the applicant provide an electronic copy and hard copy of the Plan of Subdivision/Survey for the proposed Lots 1 & 2 and the residual lot, indicating the area of each lot in acres, as well as a Building Location Certificate for the proposed Lot 2, prepared by a Manitoba Land Surveyor.
- b) That the applicant obtain any necessary variations and pay the associated variation order fees.
- c) That any non-conforming uses or buildings be brought into compliance with municipal Zoning By-law requirements to the satisfaction of the Designated Officer.
- d) That the subdivision administrative fee of \$150 be required in accordance with By-Law 21-2023.
- e) That a dedication fee of \$525.34 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, the allocation between cash and lands may be revised, provided that the 10% allocation for public reserve purposes is met under this Policy.
- f) That a lot levy of \$2,000.00 per parcel created be required, totaling \$4,000.00.
- g) That any engineered and/or legal document pertaining to this subdivision may be reviewed by the municipal engineer and/or lawyer.
- h) That all costs, including any legal and engineering costs incurred by the Municipality due to this subdivision, are to be borne by the applicant.
- i) That heritage considerations be addressed in accordance with applicable municipal and provincial guidelines.

BE IT FURTHER RESOLVED THAT the location of any future buildings on Proposed Lot 1 and the residual lot shall require approval from the Development Officer to ensure alignment with future development considerations.

**CARRIED**

**Development Agreement - Subdivision #4175-23-8931 - Funk**

2025-109

Councillor Sarrasin

Councillor Eros

WHEREAS Council has reviewed Subdivision File #4175-23-8931 Report to Council, proposing to

subdivide the approximate 101.8-acre lot held under CT #1495958/1 on 37141 Dawson Road; RL 71-AN-3626, creating two hobby farm lots of approximately 5.3 acres (proposed Lot 1) and 8.5 acres (proposed Lot 2) in an area zoned part Agriculture Mixed-Use Zone and part Rural Residential Zone;

WHEREAS the subdivision was conditionally approved on February 28, 2024, by Resolution #2024-84, subject to conditions including entering into a Development Agreement with the Municipality;

WHEREAS the conditions of approval require the applicant to enter into a Development Agreement addressing construction of municipal services, TC Energy requirements, geotechnical report requirements for building basements, identification of proximity to a commercial resort property, among others;

WHEREAS the draft Development Agreement has been reviewed and signed by the Developer, reflecting the conditions outlined in Resolution #2024-84;

BE IT RESOLVED that the Development Agreement for Subdivision File #4175-23-8931 be approved as presented;

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

**CARRIED**

#### **Development Plan Amendment - Request for Proposals**

2025-110

Councillor Ingles

Councillor Sarrasin

WHEREAS Section 59(1) of *The Planning Act* requires that a Development Plan be reviewed every five years;

AND WHEREAS Council has reviewed the current Development Plan By-law #05-2020, which received 3rd Reading in July 2021, and has determined that the policies within it require no amendments at this time;

AND WHEREAS Council deems it necessary to review and update land use designations in the Development Plan to better meet municipal needs and support strategic growth objectives;

BE IT RESOLVED THAT Council authorize a Request for Proposals (RFP) for consulting services to assist with the Development Plan amendment, specifically to:

- a) Update the development plan designation map
- b) Conduct the necessary research and analysis to support mapping changes

**CARRIED**

#### **PMI Manitoba Project of the Year Update**

2025-111

Councillor Eros

Councillor Waczko

WHEREAS the Rural Municipality of Ste. Anne's project has been recognized as one of the Top 5 projects in Manitoba in the 2024 PMI Manitoba Project of the Year (POY) Award;

AND WHEREAS the POY Gala provides an opportunity to connect with professionals and gain insights into project development and management;

BE IT RESOLVED THAT the municipal office will close at 3:30 PM on April 24, 2025, to allow all staff to attend the event;

FURTHER BE IT RESOLVED THAT notice of the closure be provided to the public in advance.

**CARRIED**

#### **RM of Hanover - Zoning By-law Amendment #2584-25 - New Bothwell**

Received as information.

#### **CONSENT AGENDA**

2025-112

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT the consent agenda consisting of the following 12 items be adopted as circulated:

AMM - Various Correspondence

FCM - Various Correspondence

Canada Water Agency  
Government of Manitoba - News Releases  
Red River Basin Commission  
Richer Community Club/Richer Recreation Committee  
Manitoba Sustainable Energy Association (ManSea)  
Seine Rat Roseau Watershed District Board  
Various News Articles  
Municipal and Northern Relations  
Statistics Canada  
Northeast Red Watershed District

**CARRIED**

**IN CAMERA**

2025-113

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 7:05 pm, to discuss Personnel Matters and Matters in Preliminary Stages of discussion under Section 152(3) of *The Municipal Act*.

**CARRIED**

**OUT OF CAMERA**

2025-114

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT this meeting reconvene into regular session at 7:38 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**

**Long Service Awards**

2025-115

Councillor Eros

Councillor Ingles

WHEREAS Policy #09-ADMIN establishes guidelines for long-term service recognition for full-time permanent employees and provides that long-term service in increments of 25 years or 5-year increments above this be recognized as determined by Council at the time;

AND WHEREAS an employee of the Municipality is celebrating a 30-year long term service anniversary in the year 2025;

BE IT RESOLVED that Council determine that a \$1,000 monetary gift be provided to the subject employee, along with all other provisions of Policy #09-ADMIN.

**CARRIED**

**Commercial Buffer Appeal – Review & Joint Municipal Objection**

2025-116

Councillor Sarrasin

Councillor Ingles

WHEREAS the City of Steinbach has been working on and has made public its Draft Community Plan (By-Law 2244) and Draft Zoning By-law (By-Law 2245) and;

WHEREAS the Rural Municipality of Ste. Anne has objections to the City of Steinbach Community Plan and Zoning By-Law under By-Law 2244 and By-Law 2245;

BE IT RESOLVED THAT the Rural Municipality of Ste. Anne object to the City of Steinbach By-Law 2244 and By-Law 2245;

FURTHER BE IT RESOLVED THAT the Reeve be authorized to sign and execute a joint objection with the RM of Hanover and the RM of La Broquerie.

**CARRIED**

**ADJOURNMENT**

2025-117

Councillor Waczko

Councillor Ingles

BE IT RESOLVED THAT this regular meeting be adjourned at 7:40 pm.

**CARRIED**

**NEXT MEETING(s)**

Regular Day Meeting

Regular Evening Meeting

April 9, 2025 @ 9:00 am

April 23, 2025 @ 6:00 pm

\_\_\_\_\_  
Richard Pelletier  
Reeve

\_\_\_\_\_  
Shelley Jensen, CMMA  
Chief Administrative Officer

DRAFT