



Council Meeting Minutes
September 13, 2023 - 09:00 AM

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on September 13, 2023.

CALL TO ORDER 9:00 AM

Reeve Richard Pelletier called the meeting to order at 9:00 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		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
Legislative Officer, Nadine Vielfaure
Operations Manager, Kevin Medeiros

ADOPTION OF AGENDA

2023-442
Councillor Eros
Councillor Sarrasin
BE IT RESOLVED THAT the agenda for the September 13, 2023, regular meeting be adopted as circulated and amended.
CARRIED

ADOPTION OF MINUTES

2023-443
Councillor Eros
Councillor Waczko
BE IT RESOLVED THAT the August 23, 2023, regular meeting minutes be adopted as circulated.
CARRIED

FINANCE

Cheque Listing

2023-444

Councillor Waczko

Councillor Normandeau

BE IT RESOLVED THAT the following EFT payments & cheques numbered #20231109 – #20231203 (inclusive) in the amount of \$194,803.25 be approved for payment.

CARRIED

Financial Statements

2023-445

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT the Financial Statement for the period ending August 31, 2023, be approved and adopted as presented.

CARRIED

At 9:04 am, Operations Manager Kevin Medeiros left the meeting.

MUNICIPAL DELEGATE REPORTS – None.

UNFINISHED BUSINESS – None.

NOTICE OF MOTION / PETITIONS – None.

COMMITTEE MINUTES AND MATTERS

Local Urban District of Richer Committee Meeting - September 6, 2023, Meeting Minutes

2023-446

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the September 6, 2023, LUD of Richer Committee meeting minutes be received as presented.

CARRIED

DELEGATION - 10:30 am

Tabled until the scheduled Delegation time.

HEARINGS - 11:00 am

Tabled until the scheduled Hearing time.

DEPARTMENT MANAGER REPORTS

Richer Fire Department Report - August 2023

Received as information.

Steinbach Fire Report - August 2023

Received as information.

BY-LAWS

By-law #2023-15 - LUD of Richer Special Service Levy By-law - Schedule Correction
2023-447

Councillor Ingles
Councillor Waczko

WHEREAS a data entry error was made in the preparation of Schedule B;
AND WHEREAS the LUD of Richer Committee passed Resolution #LUD-2023-79 recommending the enactment of By-law #2023-15 on condition that the Schedule be corrected to remove any such data entry errors;
AND WHEREAS a revised Schedule B has been prepared and presented to Council, resulting in further revisions in Schedule A of By-law #2023-15, being the Special Service Proposal;
BE IT RESOLVED THAT Council accept the revised Schedules A & B to By-law #2023-15, being the Local Urban District of Richer Special Service Levy By-law for Curbside Garbage Collection Services, and proceed with the Public Hearing and 2nd Reading accordingly.

CARRIED

By-law #2023-16 - Fire By-law - 2nd Reading
2023-448

Councillor Ingles
Councillor Sarrasin

BE IT RESOLVED THAT By-Law #2023-16, being a by-law to prevent and control fires, be given second reading.

CARRIED

By-law #2023-16 - Fire By-law - 3rd Reading
2023-449

Councillor Normandeau
Councillor Sarrasin

BE IT RESOLVED THAT By-Law #2023-16, being a by-law to prevent and control fires, 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 #2022-10- Development Plan Amendment - 3rd Reading - SD#4175-18-8034 - PPM
Development

2023-450
Councillor Sarrasin
Councillor Eros

BE IT RESOLVED THAT By-Law #2022-10, which pertains to the re-designation of the following lands from Agricultural Mixed-Use Area to Rural Residential Area:

1. Pt. SE 1/4 18-8-8E being all that portion of Lot 1, Plan 55019 currently designated Agricultural Mixed -Use Area and
2. Pt. SE 1/4 18-8-8E, being all that portion of Lot 2, Plan 55019 currently designated Agricultural Mixed -Use Area

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 #2022-11- Zoning By law Amendment - 3rd Reading - SD#4175-18-8034 - PPM Development

2023-451

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT By-Law #2022-11, which pertains to the re zoning of the following lands from Rural Mixed Zone to Rural Residential zone:

- 1. Pt. SE 1/4 18-8-8E being all that portion of Lot 1, Plan 55019 currently zoned Rural Mixed, and
- 2. Pt. SE 1/4 18-8-8E, being all that portion of Lot 2, Plan 55019 currently zoned Rural Mixed

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

At 9:11 am, Councillor Patrick Stolwyk joined the meeting.

By-law #2023-02 - Noise By-law - 2nd Reading

Tabled until after the Delegation.

PLANNING & DEVELOPMENT

Development Agreement for Conditional Use #01-23 - Daniel Schulz - Home Occupation

2023-452

Councillor Sarrasin

Councillor Normandeau

WHEREAS Conditional Use Order #01-23 to establish Home Occupation, being a contractor yard for an excavation operation at 232 Arbey Lane was approved on May 24, 2023, by Resolution #2023-263, subject to conditions, including the entering into a development agreement; and WHEREAS the draft development agreement has been prepared and reviewed by the Developer and Council;

BE IT RESOLVED that the development agreement be approved as presented;

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

CARRIED

Development Agreement for Subdivision File #4175-22-8768 (Plett)

2023-453

Councillor Sarrasin

Councillor Normandeau

WHEREAS Council approved Subdivision File #4175-22-8768 on January 25, 2023, by Resolution #2023-36, subject to conditions, including the entering into a development agreement; and WHEREAS the draft development agreement has been prepared and reviewed by the Developer and Council;

BE IT RESOLVED that the development agreement be approved as presented;

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

CARRIED

At 9:17 am, Development Officer Hadiseh Bajelan joined the meeting.

Subdivision Application #4175-22-8777 - Neumann

2023-454

Councillor Ingles

Councillor Eros

WHEREAS Council has reviewed the Subdivision File #4175-22-8777 Report to Council proposing to create two additional hobby farm lots of approx. 5 acres (proposed lot 1), and 32.39 acres (proposed lot 2), from the current approx. 79.63 acres lot held under CT #3070993 on SW 11-8-7E in an area zoned Natural Environment;

AND WHEREAS the Department of Manitoba Natural Resources and Northern Development - Mines Branch objects to the subdivision due to the significance of the aggregate deposit and the potential for conflict with the nearby quarry;

AND WHEREAS the Department of Agriculture is raising concerns about the size of the proposed 32.39-acre lot intended for hobby farm use, as it contradicts our Development Plan policy 5.3.2.4.b, which stipulates that hobby farm parcels should typically fall within the range of 5-10 acres;

AND WHEREAS the Community and Regional Planning Branch recommends that Council reject this application;

BE IT RESOLVED THAT Subdivision File #4175-22-8777 be denied based on the fact that the application does not comply with Development Plan policies:

- 5.3.2.4 regarding subdivisions for hobby farm purposes;
- 4.10.1 regarding the aggregate potential on the subject lands; and
- 4.10.7 regarding the proximity to aggregate operations

CARRIED

RM of Whitemouth - Zoning By-law Amendment - BL#747/23

Received as information.

RM of Whitemouth - Zoning By-law Amendment - BL#749/23

Received as information.

RM of Hanover - Zoning By-law Amendment - BL#2418-18 - to create Rural Industrial zoned parcel

Received as information.

At 9:22 am, Development Officer Hadiseh Bajelan left the meeting.

NEW BUSINESS

Tax Sale Agreement Amendment

2023-455

Councillor Sarrasin

Councillor Normandeau

WHEREAS the Municipality entered into an Agreement for the Payment of Tax Arrears as per Resolution #2023-237;

AND WHEREAS the property owner has requested an amendment to the agreement, being a new payment date which would result in the extension of the term of the contract by one month;

BE IT RESOLVED THAT Council approve the requested amendments as presented, and authorize the Reeve and CAO to ratify the amended Agreement for the Payment of Tax Arrears on Property Tax Roll #58510.000.

CARRIED

Municipal Service Delivery Improvement Program Grant Application

2023-456

Councillor Eros

Councillor Stolwyk

WHEREAS the Province of Manitoba has launched a second intake of the Municipal Service Delivery Improvement Program, accepting applications until September 15, 2023;

AND WHEREAS Administration has identified a review of our current system for building permits, in advance of projected continued growth, would proactively set up the Municipality for success;

AND WHEREAS significant costs could be incurred in performing this review;

THEREFORE BE IT RESOLVED THAT Council authorize Administration to submit an application for the funding on behalf of the Municipality.

CARRIED

Local Volunteer Recognition

2023-457

Councillor Eros

Councillor Normandeau

BE IT RESOLVED THAT Council authorize a \$500.00 gift to the Accueil Kateri to be used for Volunteer Recognition for all of their hard working team members.

CARRIED

Red River Basin Commission - Upcoming Events

2023-458

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT any available Council Member be authorized to attend the following events with all associated costs to be paid:

- RRBC South Chapter meeting on October 3, 2023, in Dominion City MB;
- RRBC Holiday Gala on November 16, 2023, in Morris MB;

CARRIED

Municipal Per Capita Funding Announcement

Received as information

Sponsorship Request - Ste Anne Curling Club

2023-459

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED THAT Council supports the Ste. Anne Curling Club 2023-2024 regular season with a 'Gold' sponsorship in the amount of \$500.00, with similar provisions to be included in future year's budgets.

CARRIED

CONSENT AGENDA

2023-460

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED THAT the consent agenda consisting of the following 6 items be adopted as circulated:

AMM - Various Correspondence

FCM - Various Correspondence

West Nile Virus Logs

Eastman Tourism

Accueil Kateri

Elections Manitoba

CARRIED

IN CAMERA

2023-461

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 9:40 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 9:41 am, Legislative Officer Nadine Vielfaure left the meeting.

OUT OF CAMERA

2023-462

Councillor Ingles

Councillor Eros

BE IT RESOLVED THAT this meeting reconvene into regular session at 10:30 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 10:30 am, Legislative Officer Nadine Vielfaure joined the meeting.

DELEGATION - 10:30am

At 10:30 am, Dave Prud'Homme of Prairie By-law Enforcement Services appeared before Council in order to discuss By-law Enforcement Matters.

IN CAMERA

2023-463

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 10:49 am, to discuss By-law Enforcement Matters with the Delegation, under Section 152(3) of *The Municipal Act*.

CARRIED

OUT OF CAMERA

2023-464

Councillor Eros

Councillor Ingles

BE IT RESOLVED THAT Council reconvene into regular session at 10:58 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

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 September 13, 2023, Council Meeting Agenda.

**Conditional Use Order #10-23 & Variation Order#14-23 - Previously Used RTM - Bachinski
2023-465**

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use #10-23 to allow for a previously used home (RTM) under proposed BP #98-23 to be moved onsite, and Variation Order #14-23 to vary minimum front yard setback requirement from 125 to 100 feet, for the same previously used RTM, on property at 37056 Road 45E, SE 9-7-8E, in an area zoned Agriculture, at 11:01 am.

CARRIED

The applicant, Frank Bachinski, made a presentation in favour of the proposal.

No presentations from members of the public were received.

**OUT OF HEARING - CU#10-23 & VO#14-23 - Previously Used RTM - Bachinski
2023-466**

Councillor Sarrasin

Councillor Stolwyk

BE IT RESOLVED THAT the Hearing for Conditional Use #10-23 and Variation Order #14-23 be closed and that this meeting reconvene into regular session at 11:06 am.

CARRIED

**CU#10-23 & VO#14-23 - Previously Used RTM - Bachinski
2023-467**

Councillor Normandeau

Councillor Ingles

WHEREAS a Public Hearing was held for Conditional Use Order #10-23 to allow for a previously used home (RTM) to be moved onto the property, and Variation Order #14-23 to vary the minimum front yard setback requirement from 125 feet to 100 feet, for the previously used RTM proposed under BP#98-23;

BE IT RESOLVED THAT Council approves Conditional Use Order #10-23 and Variation Order #14-23, under the following conditions:

1. The applicant is responsible for submitting all required Development and Building Permit applications.
2. The applicant must ensure compliance with zoning bylaws, including any regulations applicable to other existing residential dwellings and/or mobile homes.
3. That the pre-existing dwelling unit onsite be removed or otherwise brought into compliance with the municipal Zoning By-law within 12 months from the date of this approval.

CARRIED

BY-LAWS (Continued)

**By-law #2023-02 - Noise By-law - 2nd Reading
2023-468**

Councillor Eros

Councillor Stolwyk

BE IT RESOLVED THAT By-Law #2023-02, being the municipal noise by-law, be given second reading as amended by removing section 4.b).

CARRIED

**By-law #2023-02 - Noise By-law - 3rd Reading
Tabled.**

IN CAMERA

2023-469

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 11:20 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 11:21 am, Legislative Officer Nadine Vielfaure left the meeting.

OUT OF CAMERA

2023-470

Councillor Normandeau

Councillor Stolwyk

BE IT RESOLVED THAT Council reconvene into regular session at 11:58 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

Employee Handbook Updates

2023-471

Councillor Normandeau

Councillor Stolwyk

BE IT RESOLVED THAT Council amend the Employee Handbook, Benefits, and Code of Conduct manual as follows:

- Section 3.1 and 3.2 - to including information about averaging permits
- Section 3.8 - Update to overtime as it relates to weekends, holidays and averaging permit
- Section 3.9 - New section added to provide clarification on paid time off usage
- Section 4.2 - Amendment to Day in Lieu dates to ensure Municipal alignment with government standards
- Section 5.1 - Amended to provide greater clarity on the intent of the section
- Section 16.1 (A) and (B) - Updated performance evaluation sections to reflect current processes

CARRIED

MEC Candidate and Agreement

2023-472

Councillor Ingles

Councillor Eros

BE IT RESOLVED THAT Council adopt the Municipal Emergency Coordinator Agreement as presented

BE IT FURTHER RESOLVED THAT Council authorize the Reeve and CAO to ratify the amended Agreement for the provision of ongoing Emergency Coordinator Services with the successful candidate to be chosen by the CAO.

CARRIED

Staff Development and Team Building

2023-473

Councillor Eros

Councillor Normandeau

BE IT RESOLVED THAT Council authorize up to \$350.00 to be used towards a Municipal Employee Development day including a team building activity.

BE IT FURTHER RESOLVED THAT Council approve additional wages for 1 day to allow for Reception coverage on September 18th during the staff professional development day.

CARRIED

LUD Hall - Preliminary Discussion

2023-474

Councillor Normandeau

Councillor Sarrasin

BE IT RESOLVED THAT Council direct the CAO to investigate as per In Camera discussions.

CARRIED

ADJOURNMENT

2023-475

Councillor Normandeau

Councillor Ingles

BE IT RESOLVED THAT this regular meeting be adjourned at 12:01pm.

CARRIED

NEXT MEETING(s)

Regular Evening Meeting

Regular Day Meeting

September 27, 2023 @ 6:00 pm

October 11, 2023 @ 9:00 am



Richard Pelletier
Reeve



Mike McLennan
Chief Administrative Officer