



Council Meeting Minutes
September 27, 2023 - 06:00 PM

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on September 27, 2023.

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	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
Development Officer, Hadiseh Bajelan

ADOPTION OF AGENDA

2023-481

Councillor Normandeau

Councillor Waczko

BE IT RESOLVED THAT the agenda for the September 27, 2023, regular meeting be adopted as circulated.

CARRIED

ADOPTION OF MINUTES

2023-482

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT the September 13, 2023, regular meeting and September 21, 2023 special meeting minutes be adopted as circulated.

CARRIED

FINANCE

Cheque Listing

2023-483

Councillor Waczko

Councillor Normandeau

BE IT RESOLVED THAT the following EFT payments & cheques numbered #20231204 – #20231287 (inclusive) in the amount of \$372,998.86 be approved for payment.

CARRIED

MUNICIPAL DELEGATE REPORTS

Chamber of Commerce Golf Tournament - September 21, 2023

UNFINISHED BUSINESS – None.

NOTICE OF MOTION / PETITIONS – None.

COMMITTEE MINUTES AND MATTERS

Committee Meeting Minutes - September 19, 2023

2023-484

Councillor Eros

Councillor Normandeau

BE IT RESOLVED THAT the September 19, 2023, Committee of the Whole meeting minutes be adopted as circulated.

CARRIED

Adoption of Strategic Plan 2023

2023-485

Councillor Ingles

Councillor Sarrasin

WHEREAS Council Resolution #2022-56 authorized a 2023 Strategic Planning Session to be facilitated by Ernie Epp of Way-to-Go Consulting Inc.;

BE IT RESOLVED THAT Council adopt the 2023 Strategic Plan Report as presented and amended to include exploring a membership with the Association of Manitoba Bilingual Municipalities (AMBM) in accordance with Committee of the Whole recommendation resolution #CotW-2023-50.

CARRIED

Subdivision File #4175-21-8534 Geotechnical Requirement

2023-486

Councillor Eros

Councillor Normandeau

WHEREAS a requirement of Council's conditional approval of Subdivision File #4175-21-8534 was a geotechnical report;

AND WHEREAS the Developer's representatives Marcel Jodoin, of Smith Neufeld Jodoin LLP, along with Jeff Bell, hydrogeological engineer with Friesen Drillers, made a presentation to Council on August 23, 2023, to request Council accept the submitted hydrogeological report;

AND WHEREAS Committee of the Whole resolution #CotW-2023-53 recommended Council deny this request to accept the hydrogeological report in lieu of a geotechnical report;

AND WHEREAS the Developer is now requesting Council impose a condition on this 1-lot subdivision that no basement be permitted without the permit applicant providing a geotechnical report, rather than needing to provide a costly geotechnical report at this time;

BE IT RESOLVED THAT Council accept this request and waive the requirement for a geotechnical

report on condition that the development agreement includes provisions that below-grade foundations will need to be accompanied by a geotechnical report prior to being granted a building permit.

THEREFORE BE IT FURTHER RESOLVED that the amended conditional approval (originally under Resolution No. 2022-035) of Subdivision File #4174-21-8534, is to be updated to now reflect the following conditions:

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;
3. Lot 1 is not allowed to have below-grade foundations without first submitting a geotechnical report deemed sufficient by the Municipality.
4. That the property owner enter into a development agreement with the Municipality addressing the required geotechnical report requirements, among others;
5. That the subdivision administrative fee of \$375 be required in accordance with By-Law #07-2011
6. That a lot levy of \$1,500.00 per parcel created be required; and
7. That all costs including any legal and engineering costs incurred due to this subdivision be borne by the applicant.

CARRIED

Municipal Service Standards Review

2023-487

Councillor Ingles

Councillor Stolwyk

WHEREAS Council recently adopted a new Interim Construction Completion Certificate policy for subdivisions;

AND WHEREAS with more developments being overseen in concert with municipal engineers, various processes and requirements have been refined, and gaps in our standards have been identified;

BE IT RESOLVED THAT Council adopt the revised Municipal Service Standards as recommended by Committee of the Whole Resolution #CotW-2023-56;

BE IT FURTHER RESOLVED THAT Council also adopt the revisions to Section 7 regarding the requirement for all new drainage works on private lands being subdivided to have a Drainage Easement Agreement as well as a Plan of Easement for Drainage.

CARRIED

DELEGATION(S) – None.

HEARINGS – None.

DEPARTMENT MANAGER REPORTS – None.

BY-LAWS

LUD of Richer Special Service Levy By-law #2023-15 - 2nd Reading

2023-488

Councillor Sarrasin

Councillor Eros

WHEREAS a Public Hearing was held during the September 21, 2023 special meeting of Council;

AND WHEREAS three objections in total were received from members of the public;

BE IT RESOLVED THAT By-Law #2023-15, being the Local Urban District of Richer Special Service Levy By-law #2023-15, for curbside garbage collection services, be given second reading.

BE IT FURTHER RESOLVED THAT Council will accept written appeals to Schedule 'B' from property owners listed thereon.

CARRIED

By-law #2023-19 - Procedures By-law - 1st Reading

2023-489

Councillor Ingles

Councillor Sarrasin

WHEREAS Committee of the Whole Resolution #CotW-2023-51 instructed administration to revise the Procedures By-law to include publishing Committee meeting minutes and agendas on the municipal website;

BE IT RESOLVED THAT By-Law #2023-19, being the Municipal Procedures By-law, be given first reading as presented.

CARRIED

NEW BUSINESS

Tax Sale - Notice of Public Auction Reserve Bid

2023-490

Councillor Eros

Councillor Ingles

WHEREAS Section 372 of *The Municipal Act* states a Municipality may set any terms or conditions for the sale of a property to be sold for taxes, and may set a reserve bid in the amount of the tax arrears and costs in respect to the property;

BE IT RESOLVED THAT Council set a reserve bid in the amount of the tax arrears, penalties and costs for all properties on the Tax Sale List that will be up for tax sale auction on November 7, 2023, at 2:00 pm.

CARRIED

Prairie By-Law Enforcement - Agreement

2023-491

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED THAT the Reeve and CAO be authorized to ratify the revised service agreement with Prairie By-law Enforcement Services, from September 1, 2023, to August 31, 2025, as presented.

CARRIED

Ste. Anne Hospital Fund - Honour Gala Invitation

Tabled until the fall review of additional grant application requests in accordance with municipal policies.

Municipal Economic Development Infrastructure Program Application - GFD Tanker

2023-492

Councillor Sarrasin

Councillor Normandeau

WHEREAS the Municipal Economic Development Infrastructure Program is a funding opportunity available to all Manitoba Municipalities located outside Winnipeg intended to support critical infrastructure projects under the key investment themes of Economic Development, Renewal and Innovation;

AND WHEREAS the RM of Ste. Anne is focused on stimulating economic development in our communities, while being mindful of the financial burden on our taxpayers stemming from municipal operations, services, and programs, in addition to general increases in inflation and the associated cost of living;

AND WHEREAS the recent Feasibility Study resulting from the Fire Systems Review completed under the Municipal Service Delivery Improvement Program recommends replacing the Giroux Tanker and keeping that equipment in operation;

BE IT RESOLVED THAT Council approve an application for funding from the Municipal Economic Development Infrastructure Program for a new Tanker for the Giroux Fire Department to replace their currently leaking 1993 International Tanker Truck.

CARRIED

**Municipal Economic Development Infrastructure Program Application - RFD Pumper
2023-493**

Councillor Normandeau
Councillor Stolwyk

WHEREAS the Municipal Economic Development Infrastructure Program is a funding opportunity available to all Manitoba Municipalities located outside Winnipeg intended to support critical infrastructure projects under the key investment themes of Economic Development, Renewal and Innovation;

AND WHEREAS the RM of Ste. Anne is focused on stimulating economic development in our communities, while being mindful of the financial burden on our taxpayers stemming from municipal operations, services, and programs, in addition to general increases in inflation and the associated cost of living;

AND WHEREAS the Fire Apparatus Lifespan Guide to Service Levels prepared by the Manitoba Office of the Fire Commissioner identifies that aging apparatus decrease their reliability and safety, thereby increasing the risk to fire fighters and the public, and further recommends vehicles over 25 years old should be replaced;

BE IT RESOLVED THAT Council approve an application for funding from the Municipal Economic Development Infrastructure Program for a new Pumper Truck for the Richer Fire Department to replace their aging 2005 Sterling Acterra Pumper Truck.

CARRIED

**Municipal Economic Development Infrastructure Program Application - LUD of Richer
Sidewalk Construction**

2023-494

Councillor Waczko
Councillor Stolwyk

WHEREAS the Municipal Economic Development Infrastructure Program is a funding opportunity available to all Manitoba Municipalities located outside Winnipeg intended to support critical infrastructure projects under the key investment themes of Economic Development, Renewal and Innovation;

AND WHEREAS the RM of Ste. Anne is focused on stimulating economic development in our communities, while being mindful of the financial burden on our taxpayers stemming from municipal operations, services, and programs, in addition to general increases in inflation and the associated cost of living;

BE IT RESOLVED THAT Council approve an application for funding from the Municipal Economic Development Infrastructure Program for sidewalk improvements in the Local Urban District of Richer, including reconstruction of those with deteriorating surface conditions, and widening all walking paths to meet minimum accessibility standards and improve active transportation networks within the settlement center.

**Municipal Economic Development Infrastructure Program Application - LUD - Dallas Drive
2023-495**

Councillor Ingles
Councillor Sarrasin

WHEREAS the Municipal Economic Development Infrastructure Program is a funding opportunity available to all Manitoba Municipalities located outside Winnipeg intended to support critical infrastructure projects under the key investment themes of Economic Development, Renewal and Innovation;

AND WHEREAS the RM of Ste. Anne is focused on stimulating economic development in our communities, while being mindful of the financial burden on our taxpayers stemming from municipal operations, services, and programs, in addition to general increases in inflation and the associated cost of living;

BE IT RESOLVED THAT Council approve an application for funding from the Municipal Economic Development Infrastructure Program for the construction of the undeveloped portion of the Government Road Allowance currently registered as Dallas Drive to allow for connectivity between residential areas in the Local Urban District of Richer.

CARRIED

**Municipal Economic Development Infrastructure Program Application - EMO Generator
2023-496**

Councillor Sarrasin
Councillor Eros

WHEREAS the Municipal Economic Development Infrastructure Program is a funding opportunity available to all Manitoba Municipalities located outside Winnipeg intended to support critical infrastructure projects under the key investment themes of Economic Development, Renewal and Innovation;

AND WHEREAS the RM of Ste. Anne is focused on stimulating economic development in our communities, while being mindful of the financial burden on our taxpayers stemming from municipal operations, services, and programs, in addition to general increases in inflation and the associated cost of living;

BE IT RESOLVED THAT Council approve an application for funding from the Municipal Economic Development Infrastructure Program for a Generator to be used in emergency situations as a part of our Emergency Management Equipment.

CARRIED

**Municipal Economic Development Infrastructure Program - Drainage Improvements PR 207 @
PR 210**

2023-497

Councillor Eros
Councillor Normandeau

WHEREAS the Municipal Economic Development Infrastructure Program is a funding opportunity available to all Manitoba Municipalities located outside Winnipeg intended to support critical infrastructure projects under the key investment themes of Economic Development, Renewal and Innovation;

AND WHEREAS the RM of Ste. Anne is focused on stimulating economic development in our communities, while being mindful of the financial burden on our taxpayers stemming from municipal operations, services, and programs, in addition to general increases in inflation and the associated cost of living;

AND WHEREAS drainage improvements are required within Manitoba Transportation and Infrastructure's controlled area located at the intersection of PR 210 and PR 207 which would be mutually beneficial to the Town of Ste. Anne, Rural Municipality of Ste. Anne and also to the Province of Manitoba's department of Transportation and Infrastructure;

AND WHEREAS the Town and RM of Ste. Anne have agreed to partner to complete this intermunicipal project in 2023, with the project being placed in abeyance due to projected costs exceeding budgeted amounts;

BE IT RESOLVED THAT Council approve an application for funding from the Municipal Economic Development Infrastructure Program for drainage improvements within Manitoba Transportation and Infrastructure's controlled at the intersection of PR 210 and PR 207.

CARRIED

**Municipal Economic Development Infrastructure Program Application - LUD Crosswalk
2023-498**

Councillor Normandeau
Councillor Waczko

WHEREAS the Municipal Economic Development Infrastructure Program is a funding opportunity available to all Manitoba Municipalities located outside Winnipeg intended to support critical infrastructure projects under the key investment themes of Economic Development, Renewal and Innovation;

AND WHEREAS the RM of Ste. Anne is focused on stimulating economic development in our communities, while being mindful of the financial burden on our taxpayers stemming from municipal operations, services, and programs, in addition to general increases in inflation and the associated cost of living;

BE IT RESOLVED THAT Council approve an application for funding from the Municipal Economic Development Infrastructure Program for Crosswalks to be installed along Dawson Road, currently under the jurisdiction of Manitoba Transportation and Infrastructure, in front of the Richer School.

CARRIED

**Municipal Economic Development Infrastructure Program Application - Seine Road Repaving
2023-499**

Councillor Waczko
Councillor Stolwyk

WHEREAS the Municipal Economic Development Infrastructure Program is a funding opportunity available to all Manitoba Municipalities located outside Winnipeg intended to support critical infrastructure projects under the key investment themes of Economic Development, Renewal and Innovation;

AND WHEREAS the RM of Ste. Anne is focused on stimulating economic development in our communities, while being mindful of the financial burden on our taxpayers stemming from municipal operations, services, and programs, in addition to general increases in inflation and the associated cost of living;

AND WHEREAS The Town of Ste Anne and the RM of Ste Anne have agreed to a joint application to the Municipal Economic Development Infrastructure Program for the repaving of Seine Road, which is a shared road between the two jurisdictions.

BE IT RESOLVED THAT Council approve an application for funding from the Municipal Economic Development Infrastructure Program for the repaving of Seine Road.

CARRIED

Tab Software

2023-500

Councillor Normandeau
Councillor Stolwyk

WHEREAS Tab is a program that creates filing labels utilized by administration;

AND WHEREAS the version of Tab utilized by administration has not been updated since 2016 and as a result, administration is running into compatibility issues;

BE IT RESOLVED THAT Council approve the one-time fee of \$736.96 to provide access to a new version of Tab, as per Estimate #CE00002951 dated July 18, 2023, from Tab Products of Canada, to be borne from the general operating budget.

CARRIED

TC Energy Repair Work Agreement

2023-501

Councillor Eros
Councillor Stolwyk

WHEREAS, historically, the Municipality has seen frost heaves on municipal roads where the Trans-Canada Pipeline crosses underground;

AND WHEREAS the most notable of these pipeline related frost heaves are along Roads 42E and 43E;

AND WHEREAS TC Energy has provided the RM of Ste. Anne with their "Consent to Road Work/Road Widening Within Original Crossing Area" Agreement dated September 11, 2023, outlining terms and conditions surround road works being done within their Right-of-Way/Easement area;

BE IT RESOLVED THAT Council authorize the Reeve and Chief Administrative Officer to sign the repair specifications agreement with TC Energy, in which the RM will conduct the repairs as per the agreement.

CARRIED

PLANNING & DEVELOPMENT

Development Permit #109-23 - Home Occupation - Denman - 38028 Road 38N

2023-502

Councillor Ingles
Councillor Waczko

BE IT RESOLVED THAT Council approves Development Permit #109-23 for a Home Occupation to establish and operate a home-based freeze-dried food company, located at 38028 Road 38N, Lot 4, Plan 15563, NW 9-7-7E, in an area zoned Rural Residential 5, as described in the submitted letter of intent, subject to the following conditions:

1. The operation must adhere to all Zoning By-law Policies, including those specifically applicable to a Home Occupation.

2. The applicant must obtain any necessary provincial or federal permits.
3. The operation must not emit any odors that affect the neighborhood adversely.
4. Waste disposal must strictly adhere to RM guidelines.
5. All waste materials should be removed promptly to prevent any odors from affecting neighboring properties.
6. The operation must remain consistent with the details provided in the letter of intent, and any intensification or significant changes require obtaining relevant permits from the municipality and other provincial or federal authorities, with approval by the RM.

CARRIED

Development Permit #106-23 - Home Occupation - Vandersteen - 13 Godard Street

2023-503

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT Council approves Development Permit #106-23 for a Home Occupation to establish a home hair services salon, located at 13 Godard Street, NW 16-8-8E, in an area zoned Residential General, as described in the submitted letter of intent, subject to the following conditions:

1. The salon must adhere to all Zoning By-law Policies, including those specifically applicable to a Home Occupation.
2. The applicant must obtain any necessary provincial or federal permits.
3. The hours of operation shall be between 8 am and 9 pm on weekdays and weekends.
4. The clients related to this business should use the designated property parking area.
5. The business owner shall cooperate fully with the RM and its regulatory bodies to ensure compliance with all applicable regulations and standards.
6. The use must remain consistent with the details provided in the letter of intent, and any intensification or significant changes require obtaining relevant permits from the municipality and other provincial or federal authorities, with approval by the RM.

CARRIED

Zoning By-law No. 13-2023 Review

2023-504

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT By-law #2023-13, being the general municipal Zoning By-law, be given second reading with minor amendments to be completed by administration.

CARRIED

CONSENT AGENDA

2023-505

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
- Climate West
- Dawson Trail Arts and Heritage Tours
- Statistics Canada
- Seine Rat Roseau Watershed District Minutes

CARRIED

At 7:09 pm, Development Officer Hadiseh Bajelan left the meeting.

IN CAMERA

2023-506

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 7:10 pm, to discuss Matters in Preliminary Stages of Discussions under Section 152(3) of *The Municipal Act*.

CARRIED

OUT OF CAMERA

2023-507

Councillor Ingles

Councillor Stolwyk

BE IT RESOLVED THAT this meeting reconvene into regular session at 7:22 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

ADJOURNMENT

2023-508

Councillor Waczko

Councillor Sarrasin

BE IT RESOLVED THAT this regular meeting be adjourned at 7:23 pm.

CARRIED


NEXT MEETING(s)

Regular Day Meeting

Regular Evening Meeting

October 11, 2023 @ 9:00 am

October 25, 2023 @ 6:00 pm


Richard Pelletier
Reeve
Mike McLennan
Chief Administrative Officer