



Council Meeting Minutes
August 27, 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 August 27, 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	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
Development Officer, Hadiseh Bajelan

ADOPTION OF AGENDA

2025-306
Councillor Normandeau
Councillor Waczko
BE IT RESOLVED THAT the agenda for the August 27, 2025, regular meeting be adopted as circulated.
CARRIED

ADOPTION OF MINUTES

2025-307
Councillor Normandeau
Councillor Waczko
BE IT RESOLVED THAT the August 13, 2025, regular meeting minutes be adopted as circulated.
CARRIED

FINANCE

Cheque Listing
2025-308
Councillor Ingles
Councillor Waczko
BE IT RESOLVED THAT the following electronic fund transfers numbered 202500766 to 202500826 and cheques numbered 20250251 to 20250272 (inclusive) in the amount of \$253,581.36 be approved for payment.
CARRIED

Line of Credit Renewal

2025-309

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the Rural Municipality of Ste. Anne renew its Line of Credit with Caisse Financial Group for a term of five (5) years, covering the period from 2025 to 2030, inclusive.

CARRIED

MUNICIPAL DELEGATE REPORTS

2025 Eastern District Golf Tournament - August 18, 2025

UNFINISHED BUSINESS – None

NOTICE OF MOTION / PETITIONS – None

COMMITTEE MINUTES AND MATTERS

Committee of the Whole - August 19, 2025

2025-310

Councillor Eros

Councillor Waczko

BE IT RESOLVED THAT the August 19, 2025, Committee of the Whole meeting minutes be adopted as circulated.

CARRIED

Treatment Options

2025-311

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED THAT Council authorize administration to proceed with municipal lagoon sludge reduction treatment option 3 in 2026, quoted by Clean Water Pro at \$155,798, to be included in the 2026 Financial Plan in accordance with Committee of the Whole recommendation #CotW-2025-30.

CARRIED

PR 207 Culvert Extensions

2025-312

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT Council authorize administration to proceed with extending private driveway culverts on PR 207 as discussed in order to correct an oversight from a recent subdivision as recommended by Committee of the Whole resolution #CotW-2025-31.

CARRIED

Land Negotiations

2025-313

Councillor Ingles

Councillor Normandeau

BE IT RESOLVED THAT Council authorize administration to initiate negotiations for land located in Ward 3 North of Highway #1E and East of PR 302, as recommended by Committee of the Whole resolution #CotW-2025-34.

CARRIED

DELEGATION

Tabled until the scheduled Delegation time

HEARINGS - 6:30 pm

Tabled until the scheduled Hearing time.

DEPARTMENT MANAGER REPORTS

Richer Fire Department - Fire Chief Reports

Received as information.

Development Services Activity Report – April to August 2025

Received as information.

BY-LAWS

By-law #2025-08 - Wastewater Management Reserve Fund - 2nd Reading

2025-314

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT By-Law #2025-08, being a by-law to renew the existing Wastewater Management Reserve Fund, be given second reading.

CARRIED

By-law #2025-08 - Wastewater Management Reserve Fund - 3rd Reading

2025-315

Councillor Ingles

Councillor Eros

BE IT RESOLVED THAT By-Law #2025-08, being a by-law to renew the existing Wastewater Management Reserve Fund, 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

Climate Adaptation Plan - Funding Opportunity

Administration to pursue funding opportunity.

At 6:17 pm, Councillor Patrick Stolwyk (Ward 3) joined the meeting via phone.

PLANNING & DEVELOPMENT

Subdivision #4175-25-9078 - Real Cote

2025-316

Councillor Ingles

Councillor Sarrasin

WHEREAS Council has reviewed Subdivision #4175-25-9078, which proposes to subdivide a 16.3-acre farmstead site (Proposed Lot 1) from CT #2984514/1 (148.5 acres), leaving a residual agricultural parcel of ±132.2 acres, located at 43019 PR 210, Part of RL 3, Parish of Ste. Anne, zoned partly “AM” Agricultural Mixed-Use (including areas designated as Environmental Protection) and partly “A” Agriculture;

THEREFORE BE IT RESOLVED THAT Subdivision #4175-25-9078 be approved, subject to the following conditions (the order of conditions does not imply the order in which they must be completed):

1. That the property owner enters into a Development Agreement with the Municipality addressing, at minimum:
 - a. Flood mitigation measures on Proposed Lot 1, requiring that all new permanent structures be constructed above the 200-year flood protection level of 259.5 metres (851.4 feet) CGVD28;

- b. A geotechnical report requirement for any new permanent structure on Proposed Lot 1, and for any new dwelling unit on both Proposed Lot 1 and the residual lot;
 - c. Prior to any construction or ground disturbance on Proposed Lot 1, the applicant is responsible for contacting the Manitoba Historic Resources Branch (HRB) for screening.
- 2. That the applicant provide both an electronic and a hard copy of the Plan of Subdivision/Survey, prepared by a Manitoba Land Surveyor, for Proposed Lot 1 and the residual lot;
- 3. That the applicant provide a Building Location Certificate for Proposed Lot 1, prepared by a Manitoba Land Surveyor;
- 4. That the applicant obtain any necessary variations and pay the associated variation order fees;
- 5. That any non-conforming uses or buildings be brought into compliance with municipal Zoning By-law requirements to the satisfaction of the Designated Officer;
- 6. That the subdivision administrative fee of \$375 be paid in accordance with By-Law 21-2023;
- 7. That a Capital Lot Levy of \$2,000.00 per parcel created be paid, totaling \$2,000.00;
- 8. That any engineered and/or legal documents pertaining to this subdivision may be reviewed by the municipal engineer and/or solicitor; and
- 9. That all costs, including any legal and engineering costs incurred by the Municipality due to this subdivision, be borne by the applicant.

CARRIED

At 6:23 pm, Councillor Patrick Stolwyk (Ward 3) left the meeting.

Subdivision #4175-25-9089 - Jenise Penner

2025-317

Councillor Ingles

Councillor Waczko

WHEREAS Council has reviewed Subdivision #4175-25-9089, which proposes to subdivide the farmstead (Lot 1, 8 acres) from CT 2335962/1 and consolidate the residual lands with CT 3147372/1, resulting in an agricultural parcel of ±93.26 acres, located at 44102 and 44142 Municipal Road 32E, in NE ¼ 17-8-6 EPM, zoned "A" Agriculture;

THEREFORE BE IT RESOLVED THAT Subdivision #4175-25-9089 be approved, subject to the following conditions (the order of conditions does not imply the order in which they must be completed):

- 1. That the property owner enter into a Development Agreement with the Municipality addressing, among others:
 - a. The requirement for a geotechnical report for any new dwelling unit; and
 - b. That all new permanent structures be constructed at least 1.5 metres (5 feet) above the ordinary high-water level, with a minimum setback of 30.5 metres (100 feet) from the top of the Seine River Diversion embankment;
- 2. That the applicant provide both an electronic and a hard copy of the Plan of Subdivision/Survey prepared by a Manitoba Land Surveyor for the proposed Lot 1 and Lot 2;
- 3. That the applicant provide a Building Location Certificate for the proposed Lot 1 and Lot 2, prepared by a Manitoba Land Surveyor;
- 4. That the applicant obtain any necessary variations and pay the associated variation order fees;
- 5. That any non-conforming uses or buildings be brought into compliance with municipal Zoning By-law requirements to the satisfaction of the Designated Officer;
- 6. That the subdivision administrative fee of \$375 be paid in accordance with By-Law 21-2023;
- 7. That the applicant submit an Ordinary High Water Mark survey prepared by a Manitoba Land Surveyor;
- 8. That any engineered and/or legal documents pertaining to this subdivision may be reviewed by the municipal engineer and/or solicitor; and
- 9. That all costs, including any legal and engineering costs incurred by the Municipality due to this subdivision, be borne by the applicant.

CARRIED

Daniel Zarichney - Drainage Concerns and Subdivision #4175-23-8896 Appeal

2025-318

Councillor Eros

Councillor Sarrasin

WHEREAS an appeal was submitted requesting that Council waive Condition #1 of Resolution #2024-216, which requires a geotechnical report including test holes for the proposed subdivision of two lots under Subdivision #4175-23-8896;

AND WHEREAS the applicant has indicated that the exact location of future buildings is not yet known and that any future construction on the proposed lots will be built with above-grade foundations at or above road elevation;

THEREFORE BE IT RESOLVED THAT Council approve the appeal, as recommended by Committee of the Whole Resolution #CotW-2025-29 and amend Resolution #2024-216 as follows:

1. Condition #1 be amended to include provisions in the Development Agreement deferring the requirement to obtain a geotechnical report to when a building permit for a house is being requested;

All other conditions outlined in Resolution #2024-216 shall remain in full force and effect.

CARRIED

Development Agreement & Easement Agreement - Subdivision #4175-22-8707 - Waldner

2025-319

Councillor Eros

Councillor Normandeau

WHEREAS Council has reviewed Subdivision #4175-22-8707, proposing the creation of two additional 5-acre hobby farm lots from the current 80-acre lot held under CT #2897481 on NW 1-8-7E in an area zoned Natural Environment, which was conditionally approved by Resolution #2022-458 on September 28, 2022;

WHEREAS one of the conditions of approval requires the property owner to enter into a Development Agreement with the Municipality addressing the geotechnical report requirements, drainage, and any required municipal services, and to register all required Easement Agreements;

WHEREAS the Development Agreement and Easement Agreement have been drafted in accordance with the conditions of approval and have been signed by the Developer;

BE IT RESOLVED that the Development Agreement and Easement Agreement for Subdivision #4175-22-8707 be approved as presented;

BE IT FURTHER RESOLVED that the Reeve and Chief Administrative Officer be authorized to sign both agreements on behalf of the Municipality.

CARRIED

At 6:26 pm, Councillor Patrick Stolwyk (Ward 3) joined the meeting via phone.

Development Agreement - Subdivision #4175-24-8961 - Triple P Farms

2025-320

Councillor Ingles

Councillor Normandeau

WHEREAS Council has reviewed Subdivision #4175-24-8961, proposing to subdivide a 15.44-acre farmstead from the 150.35-acre agricultural title (CT# 1423330/1) on NW 19-07-07E in an area zoned Agriculture, which was conditionally approved by Resolution #2024-288 on July 10, 2024;

WHEREAS one of the conditions of approval requires the property owner to enter into a Development Agreement with the Municipality addressing restrictions on residential construction on the residual parcel, among other matters;

WHEREAS the Development Agreement has been drafted in accordance with the conditions of approval and has been signed by the Developer;

BE IT RESOLVED that the Development Agreement for Subdivision #4175-24-8961 be approved as presented;

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

CARRIED

Development Agreement - Conditional Use #04-24 - Gravel Extraction - Diamond Construction & Gravel

2025-321

Councillor Normandeau

Councillor Sarrasin

WHEREAS a Public Hearing was held for Conditional Use #04-25 to establish a Natural Resource Development to extract aggregate materials on SW-20-08-08-E, which was conditionally approved by Resolution #2025-231 on June 11, 2025;

WHEREAS one of the conditions of approval requires the property owner to enter into a Development Agreement with the Municipality to address various operational, environmental, and site-specific conditions;

AND WHEREAS the draft Development Agreement has been prepared by Administration in accordance with the conditions of approval and has been signed by the Developer;

BE IT RESOLVED that the Development Agreement for Conditional Use #04-25 be approved as presented;

BE IT FURTHER RESOLVED that the Reeve and Chief Administrative Officer be authorized to sign both agreements on behalf of the Municipality.

CARRIED

Subdivision #4175-21-8423 - Sheldon Proulx

Tabled until after the hearing.

CONSENT AGENDA

2025-322

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the consent agenda consisting of the following four (4) items be adopted as circulated:

AMM - Various Correspondence

FCM - Various Correspondence

Various Articles

Seine Rat Roseau Watershed District

CARRIED

At 6:28 pm, Council recessed for 2 minutes.

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 August 27, 2025 Council Meeting Agenda.

Conditional Use #11-25 - Secondary Suite (detached) - Cole Manning

2025-323

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Conditional Use Order #11-25 to allow for a Detached Secondary Suite at 42145 Road 40E, NW 2-8-7E, in an area zoned Rural Natural Area, at 6:30 pm.

CARRIED

The applicant, Cole Manning, was not in attendance.

The Fire Chief, Chris Wilkins, provided comments and noted no concerns with the proposal.

The Operation Manager, Kevin Medeiros, provided comments and noted no concerns with the proposal.

No presentations from members of the public were received.

OUT OF HEARING - CU #11-25 - Secondary Suite (detached) - Cole Manning

2025-324

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT the Hearing for Conditional Use Order #11-25 be closed and that this meeting reconvene into regular session at 6:34 pm.

CARRIED

Variation Order #11-25 - Various bulk requirement & Gravel Pit Operation Expansion - Reimer 2025-325

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Variation Order #11-25 to vary the following bulk requirements as a condition of Subdivision File #4175-25-9063, in an area zoned Agriculture Mixed-Use, affecting the properties at 42121 & 42107 Road 35E, NW 1-8-6E (Roll Nos. 93000.000, 92500.000, 92550.000, 92560.000), at 6:34 pm, as follows:

Proposed Lot 1

- a) Vary the minimum site area requirement from 2 acres to 1.97 acres
- b) Vary the minimum front yard setback from 125 feet to 109.40 feet for an existing dwelling unit
- c) Vary the minimum front yard setback from 125 feet to 97.10 feet for multiple existing sheds

Proposed Lot 2

- a) Vary the minimum front yard setback from 125 feet to 114 feet for an existing dwelling unit
- b) Vary the minimum front yard setback from 125 feet to 94 feet for an existing museum
- c) Vary the minimum rear yard (East side) setback from 25 feet to 15.45 feet for an existing woodshed
- d) Vary the minimum side yard (South Side) setback from 25 feet to 18.45 feet for the same woodshed

Proposed Lot 3

Vary bulk requirements as needed to allow for the expansion of an existing gravel operation

CARRIED

The applicant, Jimmy Reimer, was not in attendance.

Comments from Fire Chief Bob Saindon were received, noting no concerns with the proposal.

The Operations Manager, Kevin Medeiros, reported no objection to the proposal but advised that the Development Agreement should require the pit operator to apply annual dust control on the municipal road..

No presentations from members of the public were received.

OUT OF HEARING - VO #11-25 - Various bulk requirement & Gravel Pit Operation Expansion - Reimer

2025-326

Councillor Eros

Councillor Normandeau

BE IT RESOLVED THAT the Hearing for Variation Order #11-25 be closed and that this meeting reconvene into regular session at t 6:38 pm.

CARRIED

Hearing Decision - CU #11-25 - Secondary Suite (detached) - Cole Manning

2025-327

Councillor Ingles

Councillor Waczko

WHEREAS a Public Hearing was held for Conditional Use #11-25 to allow for a Detached Secondary Suite at 42145 Road 40E, NW 2-8-7E, in an area zoned Rural Natural Area;

BE IT RESOLVED THAT Conditional Use Order #11-25 be conditionally approved, subject to the following conditions:

1. The Developer shall be responsible for complying with all applicable federal, provincial, and municipal regulatory requirements, including those related to water and wastewater servicing;
2. The Developer must obtain a building permit prior to the commencement of any construction.

3. The secondary suite should be situated and designed with a driveway in a manner that allows reasonable access for emergency vehicles and services.

CARRIED

Hearing Decision - VO #11-25 - Various bulk requirement & Gravel Pit Operation Expansion - Reimer

2025-328

Councillor Normandeau

Councillor Sarrasin

WHEREAS a Public Hearing was held for Variation Order #11-25 in relation to Subdivision File #4175-25-9063, affecting properties located at 42121 & 42107 Road 35E, NW 1-8-6E, and legally described under Roll Numbers 93000.000, 92500.000, 92550.000, and 92560.000, in an area zoned Agriculture Mixed-Use;

AND WHEREAS the applicant has requested variances to accommodate existing site conditions, structures, and uses across three proposed lots;

AND WHEREAS Proposed Lot 3 contains an established aggregate (gravel) operation that has been in operation for over 30 years and is considered a legal non-conforming use under The Planning Act;

AND WHEREAS the intent of the subdivision is to facilitate a minor expansion of the existing aggregate operation into adjacent land within Proposed Lot 3;

AND WHEREAS Manitoba Municipal and Northern Relations has confirmed that such an expansion qualifies as an intensification of a legal non-conforming use under Section 92(1)(b) of *The Planning Act* and can be considered through a variation order;

BE IT RESOLVED THAT Variation Order #11-25 be approved as follows:

Proposed Lot 1 – Approved

1. To vary the minimum site area requirement from 2 acres to 1.97 acres;
2. To vary the minimum front yard setback from 125 feet to 109.40 feet for the existing dwelling unit;
3. To vary the minimum front yard setback from 125 feet to 97.10 feet for multiple existing sheds.

Proposed Lot 2 – Approved

1. To vary the minimum front yard setback from 125 feet to 114 feet for the existing dwelling unit;
2. To vary the minimum front yard setback from 125 feet to 94 feet for the existing museum;
3. To vary the minimum rear yard (East side) setback from 25 feet to 15.45 feet for the existing woodshed;
4. To vary the minimum side yard (South Side) setback from 25 feet to 18.45 feet for the existing woodshed.

Proposed Lot 3 – Conditionally Approved

To permit the expansion of an existing legal non-conforming gravel operation, recognized under Section 92(1)(b) of *The Planning Act* as an intensification of use,

subject to the execution of a Development Agreement with the Rural Municipality of Ste. Anne, which shall include, but not be limited to, the following conditions:

1. Implementation of dust control measures (minimum one application per year or as otherwise required by the Municipality);
2. Implementation of noise control measures to minimize impacts on adjacent properties if deemed necessary by the Municipality;
3. Designation of an approved haul route for gravel trucks;
4. Establishment of hours of operation acceptable to Council;
5. Provision of a Letter of Credit or other acceptable security to ensure compliance with the Development Agreement;
6. Improvement of drainage, if deemed necessary by the Municipality; and
7. That the required municipal Development Permit be obtained for the proposed use on the subject property.

CARRIED

PLANNING & DEVELOPMENT – Continued
Subdivision #4175-21-8423 - Sheldon Proulx
Received as an information.

At 6:56 pm, Council recessed for 4 minutes.

DELEGATION

7:00 pm - Dan Geutre - Discussion on Grant Conditions
At 7:00 pm, Eugene Sabot, president of the Richer Recreation Committee, and Dan Guetre, President of the Richer Community Club, attended the meeting to have meaningful dialogue with Council regarding their choice to have differential pricing for participation in their workshops based on the participant's municipality of residence.

IN CAMERA - None

ADJOURNMENT
2025-329
Councillor Sarrasin
Councillor Ingles
BE IT RESOLVED THAT this regular meeting be adjourned at 8:15 pm.
CARRIED

NEXT MEETING(s)	
Regular Day Meeting	September 10, 2025 @ 9:00 am
Regular Evening Meeting	September 24, 2025 @ 6:30 pm

Original signed by:
Richard Pelletier
Reeve

Original signed by:
Shelley Jensen, CMMA
Chief Administrative Officer