



Council Meeting Minutes
November 27, 2024 - 06:00 PM

Regular Meeting of Council held in the Council Chambers of the Rural Municipality of Ste. Anne at 395 Traverse Road on November 27, 2024.

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:
Legislative Officer, Nadine Vielfaure
Development Officer, Hadiseh Bajelan

ADOPTION OF AGENDA

2024-519
Councillor Stolwyk
Councillor Ingles
BE IT RESOLVED THAT the agenda for the November 27, 2024, regular meeting be adopted as circulated.
CARRIED

ADOPTION OF MINUTES

2024-520
Councillor Stolwyk
Councillor Sarrasin
BE IT RESOLVED THAT the November 13, 2024, regular meeting minutes be adopted as circulated.
CARRIED

FINANCE

Cheque Listing

2024-521

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT the following cheques, numbered #20241258 – #20241273, and the EFT's numbered #20240216-#20240270 (inclusive) in the amount of \$196,802.37 be approved for payment, including Cheque #20241269 to the AMM Trading Company Ltd for the purchase of Grader Tires in the amount of \$13,987.87.

CARRIED

Interim 2025 Operating Budget

2024-522

Councillor Eros

Councillor Sarrasin

WHEREAS Section 163 of *The Municipal Act* states that Council may adopt an interim operating budget to have effect only until the Council adopts the operating budget for the fiscal year and consisting of an estimate of operating revenue and expenditure for the following 2025 fiscal year;

BE IT RESOLVED THAT Council approve the following provisional estimates for 2025:

General Government Services	\$400,000.00
Protective Services	\$315,000.00
Transportation Services	\$600,000.00
Environmental Health Services	\$36,000.00
Public Health and Welfare Services	\$5,000.00
Planning and Development Services	\$100,000.00
Economic Development Services	\$15,000.00
Recreation and Cultural Services	\$10,000.00
Fiscal Services	\$400,000.00

CARRIED

Payment Method Addition - Bill Payments though online banking

2024-523

Councillor Eros

Councillor Ingles

WHEREAS with the ongoing Canada Post strike municipal vendors, such as MB Hydro, are unable to receive their payments sent by cheque, increasing the risk of the Municipality incurring late fees and penalties;

AND WHEREAS despite our Electronic Funds Transfer program, not all vendors are able to accept these online payments, causing municipal staff to then have to deliver payments or make alternate arrangements, adding to payment delays and existing staff workloads;

AND WHEREAS, by express Council authorization, online banking bill payments would be an option through our current financial institution;

BE IT RESOLVED THAT Council authorize Administration to set up permanent online banking for bill payments for all vendors, provided all authorization procedures are maintained.

CARRIED

MPP & DFA allocation adjustment

2024-524

Councillor Eros

Councillor Sarrasin

WHEREAS in 2023 the Province of Manitoba provided the Municipality with Disaster Financial Assistance (DFA) in the amount of \$166,784.54, with a portion (\$121,372.67) having been allocated towards general operating expenses incurred as a result of flooding damages, and the balance (\$45,411.87) having been transferred to reserves to be applied towards Mitigation and Preparedness Programs (MPP);

AND WHEREAS a calculation error was made by the Province in the breakdown between DFA and MMP, with the correct allocations being \$47,268.56 to MPP and \$119,515.98 to DFA, a difference of \$1,856.69;

BE IT RESOLVED THAT Administration transfer \$1,856.69 to the MPP Reserve Fund from the General Operating Fund, in accordance with Provincial communications.

CARRIED

Overage Charges - RM Cell Phones

Tabled to In Camera.

MUNICIPAL DELEGATE REPORTS

AMM Eastern District - South Sub-District Meeting - November 18, 2024

SFM - Newcomer Tour of Ste. Anne - November 20, 2024 - Reeve Richard Pelletier

Northeast Red Watershed District - AGM - November 21, 2024

AMM Fall Convention - November 25-27, 2024

UNFINISHED BUSINESS – None.

NOTICE OF MOTION / PETITIONS – None.

COMMITTEE MINUTES AND MATTERS

Committee of the Whole Meeting - November 19, 2024

2024-525

Councillor Stolwyk

Councillor Waczko

BE IT RESOLVED THAT the November 19, 2024, Committee of the Whole meeting minutes be adopted as circulated.

CARRIED

Request for Proposals - Information & Technology - Managed Services

2024-526

Councillor Sarrasin

Councillor Ingles

WHEREAS the a Request for Proposals was made with various submissions having been reviewed by administration and Council;

BE IT RESOLVED THAT Council accept Committee of the Whole recommendation #CotW-2024-42 and accept the proposal from Digital Adrenaline, dated November 6, 2024, with an approximate monthly cost of \$2,185.00, effective January 1, 2025.

CARRIED

Interdepartmental Funding Policy #15-Admin - Revised Schedule 'A'

2024-527

Councillor Sarrasin

Councillor Eros

WHEREAS Policy #15-Admin, being a policy for Interdepartmental Funding, with the equipment rates listed in Appendix A of the Policy to be updated annually to adjust for inflation and other factors that contribute to machinery costs;

BE IT RESOLVED THAT Council accept Committee of the Whole recommendation #CotW-2024-43 and approve updated Appendix A to Policy #15-Admin, as presented, with updated rates to take effect January 1st, 2025.

CARRIED

By-law Enforcement Appeal

2024-528

Councillor Eros
Councillor Stolwyk

WHEREAS fines were imposed by Rural Animal Management Services in accordance with the municipal Animal Control By-law for incidents occurring in 2024 which were appealed to a Committee of Council during a Hearing held In Camera;

BE IT RESOLVED THAT Council accept Committee of the Whole recommendation #CotW-2024-46 to decline the appeal and confirm of fines imposed by RAMS By-law Infraction Notice #6059 and #6068.

CARRIED

DEPARTMENT MANAGER REPORTS – None.

BY-LAWS – None.

NEW BUSINESS

Province of Manitoba - Bulletin #2024-24 & #2024-26

Received as information.

Intermunicipal Fire Protection Agreement - RM of La Broquerie

2024-529

Councillor Stolwyk
Councillor Ingles

WHEREAS the RM of La Broquerie provides Fire Protection and Emergency Response services to a portion of the RM of Ste. Anne;

AND WHEREAS a draft agreement has been prepared outlining the terms and conditions for the provision of these services between the years of 2025-2027;

BE IT RESOLVED THAT Council authorize the Reeve and CAO to ratify the 2025-2027

Intermunicipal Fire Protection Services Agreement with the RM of La Broquerie, as presented.

CARRIED

Intermunicipal Fire Protection Agreement - Town of Ste. Anne

2024-530

Councillor Eros
Councillor Sarrasin

WHEREAS the Town of Ste. Anne provides Fire Protection and Emergency Response services to a portion of the RM of Ste. Anne;

AND WHEREAS a revised agreement has been prepared outlining the terms and conditions for the provision of these services up to and including the year 2034;

BE IT RESOLVED THAT Council authorize the Reeve and CAO to ratify the revised Intermunicipal Fire Protection Services Agreement with the Town of Ste. Anne to 2034, as presented.

CARRIED

NERWD - Authorization to Attend

2024-531

Councillor Ingles
Councillor Waczko

WHEREAS Ward 3 Councillor Patrick Stolwyk has asked to attend future North East Red Watershed District (NERWD) meetings in order to share concerns and discuss matters relevant to Ward 3 and the NERWD;

BE IT RESOLVED THAT Councillor Pat Stolwyk be authorized to attend the next meeting where they will be discussing the drainage in Ward 3, with all associated costs to be paid.

CARRIED

HEARINGS - 6:30 pm

The Interim 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 November 27, 2024, Council Meeting Agenda.

Variation Order #22-24 - Subdivision #4175-24-8995 - Site Width - Oakview Turkey Farms Ltd.
2024-532

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT Council recess this regular meeting and go into public hearing for Variation Order #22-24 to vary the following bulk requirement as a condition of Subdivision File #4175-24- 8995, approving Resolution #2024-344:

- Proposed Lot 1: To vary the minimum site width requirement from 200 feet to 180 feet at 34103 & 34107 Road 42N, SE 2-8-6E, in an area zoned Agriculture Mixed-Use, at 6:30 pm.

CARRIED

The applicant, Delores Penner on behalf of Oakview Turkey Farms Ltd, was not in attendance.

No presentations from members of the public were received.

OUT OF HEARING - VO #22-24 - SD #4175-24-8995 - Site Width - Oakview Turkey Farms
2024-533

Councillor Sarrasin

Councillor Eros

BE IT RESOLVED THAT the Hearing for Variation Order #22-24 be closed and that this meeting reconvene into regular session at 6:32 pm.

CARRIED

Hearing Decision - VO #22-24 - SD #4175-24-8995 - Site Width - Oakview Turkey Farms
2024-534

Councillor Sarrasin

Councillor Eros

WHEREAS a Public Hearing was held for Variation Order #22-24 to vary the following bulk requirement as a condition of Subdivision File #4175-24- 8995, approving Resolution #2024-344:

- Proposed Lot 1: To vary the minimum site width requirement from 200 feet to 180 feet at 34103 & 34107 Road 42N, SE 2-8-6E, in an area zoned Agriculture Mixed-Use

BE IT RESOLVED that Variation Order #22-24 be approved.

CARRIED

Eastman Regional Municipal Committee, Southern Sub-District - Priorities

Tabled to the December 10, 2024, Committee of the Whole meeting.

PLANNING & DEVELOPMENT

Subdivision #4175-22-8723 - Rodney & Margaret Hertzog

2024-535

Councillor Stolwyk

Councillor Waczko

WHEREAS Council has reviewed the Subdivision File #4175-22-8723 Report to Council proposing to subdivide an approx. 3.01-acre existing homestead from the existing broiler chicken farm operation located on the current approx. 80.13-acre lot held under CT #3060801/1 on SE ¼ 07-08-06E, in an area zoned Agriculture;

BE IT RESOLVED THAT Subdivision File #4175-22-8723 be approved on the following conditions (please note that the order of these conditions does **not** imply the order of their required completion):

1. That a shared driveway agreement must be register on both titles.
2. That the applicant provide an electronic copy and hard copy of the Plan of Subdivision/Survey for the proposed lot 1 and the residual lot, indicating the area of each lot in acres, prepared by a Manitoba Land Surveyor;
3. That the applicant provide an electronic copy and hard copy of Building Location Certificate for the proposed lot 1 and the residual lot, prepared by a Manitoba Land Surveyor;

4. That the applicant obtain any necessary variations and pay the associated variation order fees (e.g. for minimum site area, setback requirements from livestock, etc.).
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 \$150 be required in accordance with By-Law 21-2023;
7. That a lot levy of \$2,000.00 per parcel created be required. 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 lawyer; 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

Street Light - Kingsdale Place - Subdivision #4175-21-8543

2024-536

Councillor Sarrasin

Councillor Waczko

WHEREAS Subdivision #4172-21-8543, creating Kingsdale Place, has been registered on title, and Bench-Lemind Developments, as part of the subdivision construction phase, is responsible for the installation of street lights in the Planned Area at their cost;

AND WHEREAS, once installed, these street lights are to be added to the RM of Ste. Anne street lighting electricity account with Manitoba Hydro for ongoing electricity costs;

BE IT RESOLVED that the Council of the Rural Municipality of Ste. Anne hereby authorizes Manitoba Hydro to proceed with the addition of street lights on Kingsdale Place, consisting of three (3) 60-watt LED ornamental luminaires with 3-meter arms, to the RM of Ste. Anne's street lighting account, with an estimated annual operating cost of \$529.56, **once installed** by Bench-Lemind Developments;

AND BE IT FURTHER RESOLVED that this resolution constitutes an amendment to the street lighting contract now in force between Manitoba Hydro and the RM of Ste. Anne.

CARRIED

Subdivision File #4175-21-8423 - La Coulee Des Sources - Extension

Received as information.

CONSENT AGENDA

2024-537

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT the consent agenda consisting of the following 13 items be adopted as circulated:

- AMM - Various Correspondence
- FCM - Various Correspondence
- Hudson Bay Route Association
- Province of Manitoba - News Releases
- Prime Minister's Awards 2025
- Manitoba Association of Watersheds
- Eco-Ouest
- Resilient Rurals
- Child Nutrition Council of Manitoba
- Climate West
- Manitoba Accessibility Fund
- Partners for Climate Protection
- Eastman Tourism

CARRIED

DELEGATION - 7:00 PM

At 6:40 pm, Peter De Jong of Entreprises Louis Balcaen Inc. made a presentation to Council regarding drainage concerns in the vicinity of Roads 36N and 41E. This matter will be deferred to 2025 Budget deliberations and Strategic Planning sessions as well as investigated further with our municipal partners.

At 7:02 pm, Development Officer Hadiseh Bajelan left the meeting.

IN CAMERA

2024-538

Councillor Ingles

Councillor Stolwyk

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 7:02 pm to discuss Personnel Matters and Matters in Preliminary Stages of discussion under Section 152(3) of *The Municipal Act*.

CARRIED

At 7:03 pm, Councillor Kyle Waczko declared an interest in the Personnel Matter having to do with year-end bonuses and left the chambers for the duration of the discussions In Camera, returning only after a conclusion was reached at 7:15 pm.

Interim CAO Nadine Vielfaure left the meeting between 7:21 pm and 7:24 pm during the conversation regarding CAO recruitment.

OUT OF CAMERA

2024-539

Councillor Ingles

Councillor Sarrasin

BE IT RESOLVED THAT this meeting reconvene into regular session at 7:48 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

Year End Bonus

2024-540

Councillor Ingles

Councillor Stolwyk

BE IT RESOLVED THAT the allocation of annual year-end bonus for staff and fire department members be administered in accordance with the consensus reached during In Camera discussions.

CARRIED

Appointment of CAO

2024-541

Councillor Eros

Councillor Stolwyk

WHEREAS Council accepted the Chief Administrative Officer's (CAO) resignation on September 25, 2024, with Resolution #2024-435;

AND WHEREAS Way-To-Go Consulting Inc. were selected on October 9, 2024, by Resolution #2024-445, to carry out the recruitment process for a new CAO;

AND WHEREAS after the selection process, a number of candidates were interviewed, with the final interview being conducted with all of Council present;

AND WHEREAS Council was presented with, and approved, the draft CAO Employment Agreement, which was subsequently accepted by the successful candidate;

BE IT RESOLVED THAT the RM of Ste. Anne appoint Shelley Jensen to the position of Chief Administrative Officer, effective January 6, 2024;

AND BE IT FURTHER RESOLVED THAT the Reeve and Interim CAO be authorized to ratify the Employment Agreement as presented on behalf of Council.

CARRIED

ADJOURNMENT

2024-542

Councillor Ingles

Councillor Waczko

BE IT RESOLVED THAT this regular meeting be adjourned at 7:49 pm.

CARRIED

NEXT MEETING(s)

Regular Day Meeting

Regular Day Meeting

December 18, 2024 @ 9:00 am

January 15, 2025 @ 9:00 am



Richard Pelletier
Reeve



Nadine Vielfaure, CMMA
Interim Chief Administrative Officer