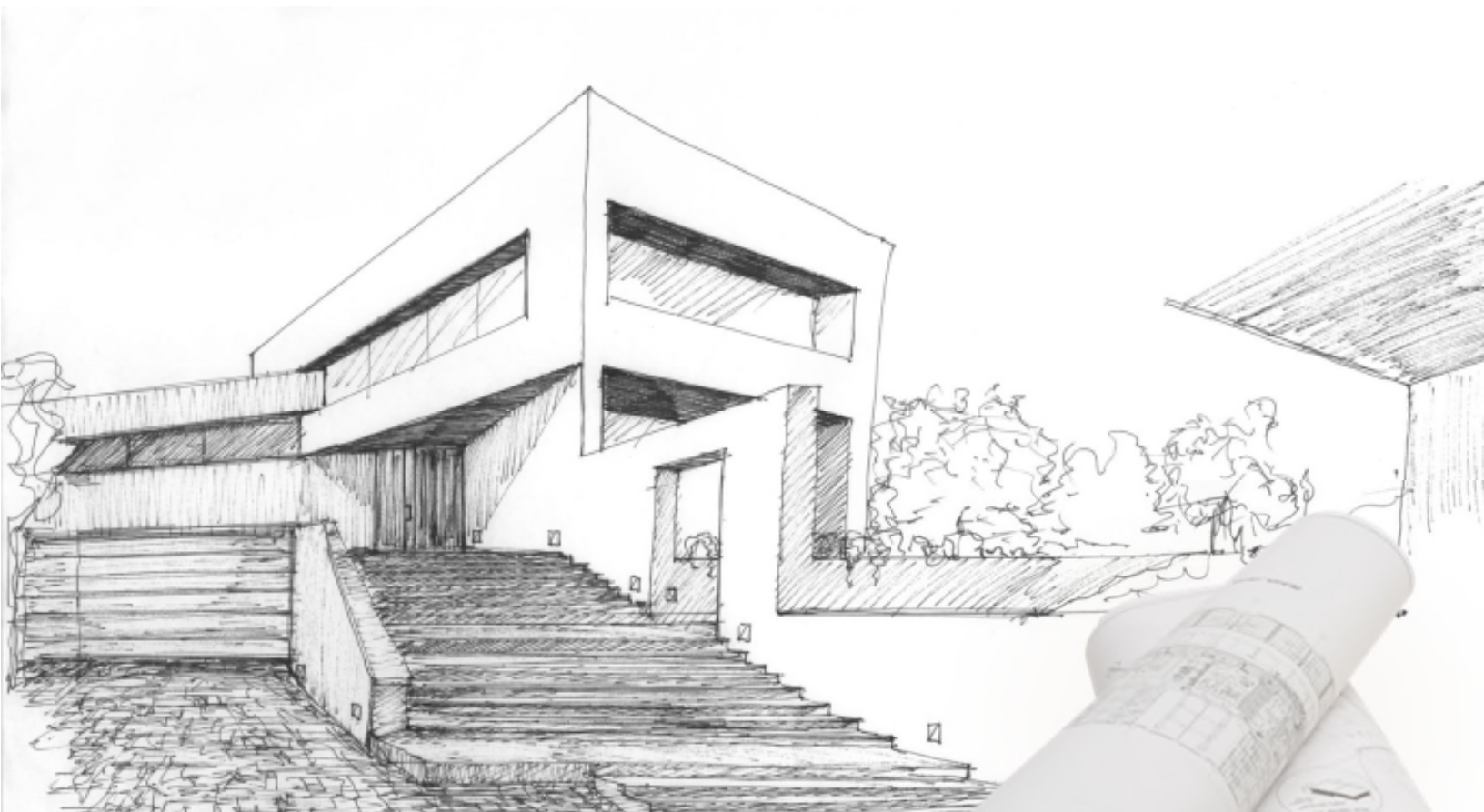




# RED RIVER PLANNING DISTRICT 2022 ANNUAL REPORT



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## FOREWARD

As per the requirements of *The Planning Act*, we are pleased to provide the Board with the Annual Report for 2022.

The RRPD continues to be actively involved in positive and progressive planning and development. Significant commercial and residential development in the area is indicative of population growth, improved environmental services and increased economic wealth. Growth is guided by the Red River Planning District Development Plan, which was adopted in 2021.

In the un-audited Financial Statements of December 31, 2022, the RRPD's assets were \$2,777,677.17 as compared to \$4,776,207.75 in 2021. This significant change was the result of Selkirk withdrawing from the RRPD and division of assets and liabilities. Revenues increased by 37.0% in 2022 as compared to 2021 from \$2,186,161.58 to \$2,993,336.14.

Total expenditures in 2022 were \$3,284,984.31, which is an increase of 35.0% over expenditures in 2021. The substantial increase was due to significant expenses related to Selkirk's withdrawal from the RRPD, increase in staff to meet demands, and several one-time costs such as vehicle purchases, enforcement costs, and moving expenses.

## TASKS AND SERVICES

The RRPD provides a variety of services to the public, municipal officials, government agencies, the Board and municipal staff. Other services, not reflected on the financial statements, are general inquiries, violations, business license approval, inspections, Development Plan, Secondary Plan and Building and Zoning By-law administration, and independent administration of the RRPD's finances.

## STAFFING

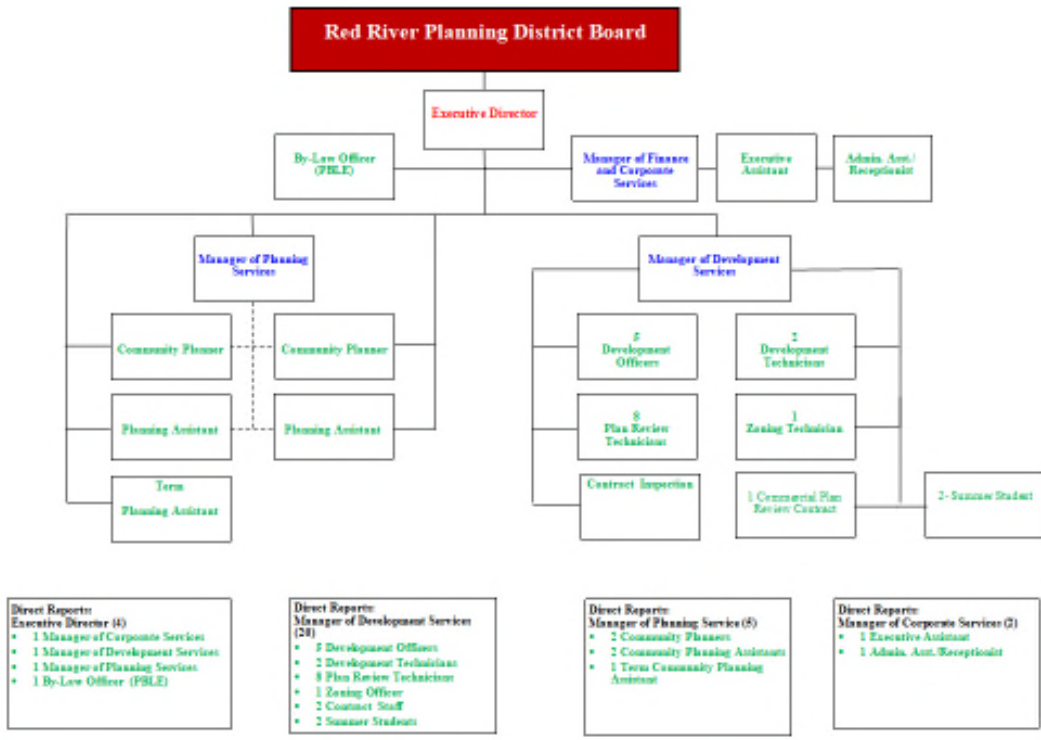
The Board was established in 1977 and staffed by five persons. Increasing demands saw the need to employ additional staff over 2021 and 2022 to ensure service level expectations were being met.

At the end of 2022, the RRPD employed 28 full time staff members and 3 contract staff. As part of the annual cooperative with the Red River College Polytech, the RRPD employed two summer students over peak season in 2022.

Prior to 1987, the Province of Manitoba provided four staff members whose responsibility was to process subdivisions, rezoning and development plan amendments. In 1987, the Board was granted subdivision-approving authority and became responsible for the administration of subdivision, development plans and zoning process.

At December 31, 2022, the RRPD employed the following staff members:

- Jennifer Ferguson – Executive Director
- Cynthia Grandmont – Manager of Finance and Corporate Services
- Ryan Nickel – Manager of Development Services
- Derek Eno- Manager of Planning Services
- Paul Prochorow – Development Officer
- Trent Wachniak – Development Officer
- Mike Tomasson – Development Officer
- David Klausen – Development Officer
- Marcelo Medeiros – Development Officer
- Krystal Wenzoski – Development Technician
- Vera Friesen – Development Technician
- Edward Diones – Plan Review Technician
- Daniel Sapirstein – Plan Review Technician
- Eric Saler – Plan Review Technician
- Jaskaran Singh – Plan Review Technician
- Stephanie Skrumeda- Plan Review Technician
- Christine Gunderson- Plan Review Technician
- Lucia Moon- Plan Review Technician
- Kristen Balchen- Plan Review Technician
- Michelle Roy- Zoning Technician
- Pawan Gill –Parental Leave
- Oluwafemi Ojo – Community Planner
- Santan Singh- Community Planner
- Calvin So – Community Planning Assistant
- Jacqueline VanWallegham- Community Planning Assistant
- Ingrid Zarichney – Community Planning Assistant
- Jane Pepper – Executive Assistant
- Luanne Martin – Administrative Assistant



## DEVELOPMENT SERVICES

The Development Services Department is assigned the responsibility of monitoring construction and for compliance with the various Building Codes and By-laws. This monitoring is carried out by means of the permit approval process and site inspections.

The permit approval and inspection process is intended to ensure that building development meets all necessary codes and regulations, in order to promote the health, safety and well-being of current and future occupants.

### Volume of Building Permits Issued

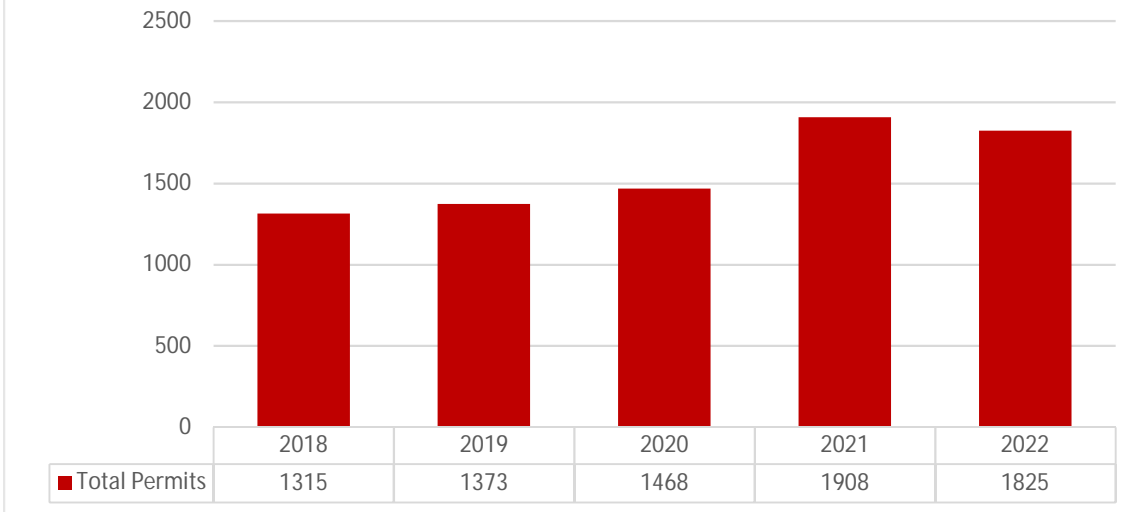
There were 1,825 building permits issued in 2022, which is a minor reduction of 4.35% compared to 2021.

Type of Permit Issued	2022	2021	Variance	Increase/Decrease
Accessory Buildings	203	196	7	3.57%
Additions	5	40	-35	-87.50%
Basement Development	99	59	40	67.80%
Commercial	59	55	4	7.27%
Decks	9	60	-51	-85.00%
Demolition	50	80	-30	-37.50%
Development Permits	38	42	-4	-9.52%
Shorline Erosio Permits	1	0	1	100.00%
Mobile Home	0	2	-2	-100.00%
Multi-Family Dwellings	37	25	12	48.00%
Occupancy Permits	22	48	-26	-54.17%
Plumbing Permits - Residential	613	557	56	10.05%
Plumbing Permits - Commercial	30	32	-2	-6.25%
Pool Permits	90	124	-34	-27.42%
Renovations	5	32	-27	-84.38%
Single Family Dwellings	548	466	82	17.60%
Sign Permits	9	88	-79	-89.77%
Temporary Permits	7	2	5	250.00%
<b>TOTAL PERMITS ISSUED</b>	<b>1825</b>	<b>1908</b>	<b>-83</b>	<b>-4.35%</b>

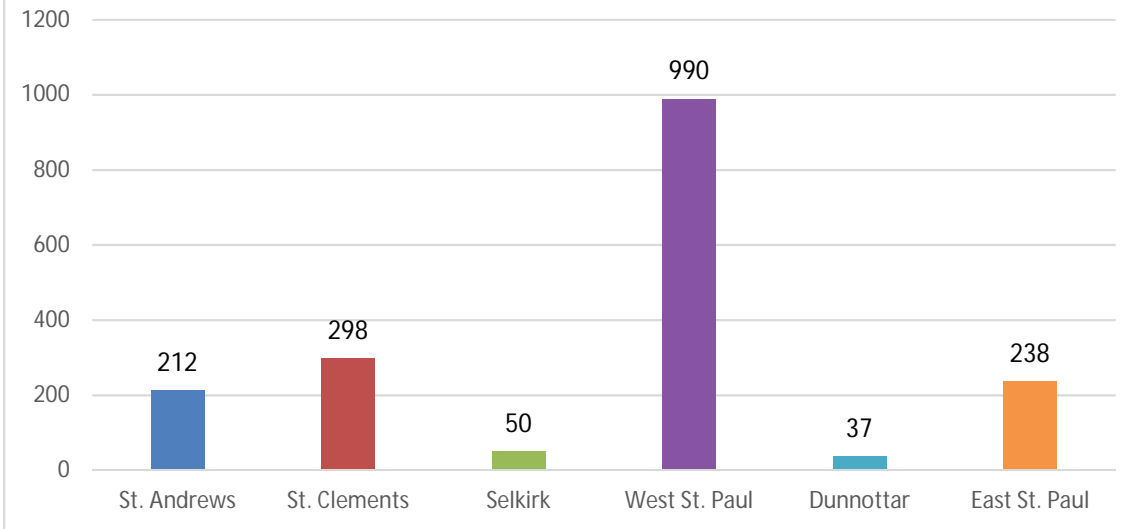
There were a total of 141 multi-family units created in 2022.

East St. Paul	West St. Paul	St. Clements	St. Andrews	Selkirk	Dunnottar
17	114	0	2	8	0

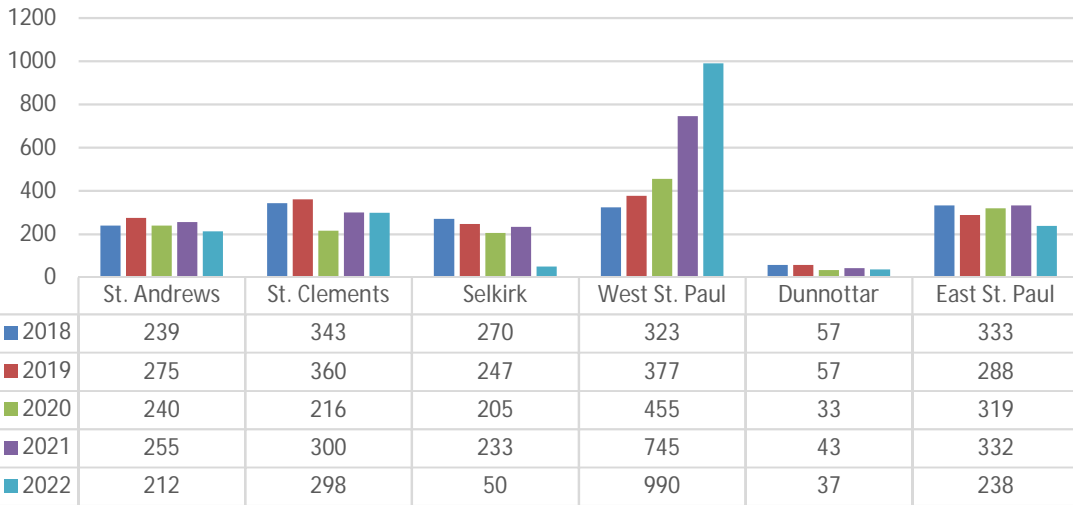
### Total Permits Issued 2018-2022



### Permits Issued by Municipality 2022

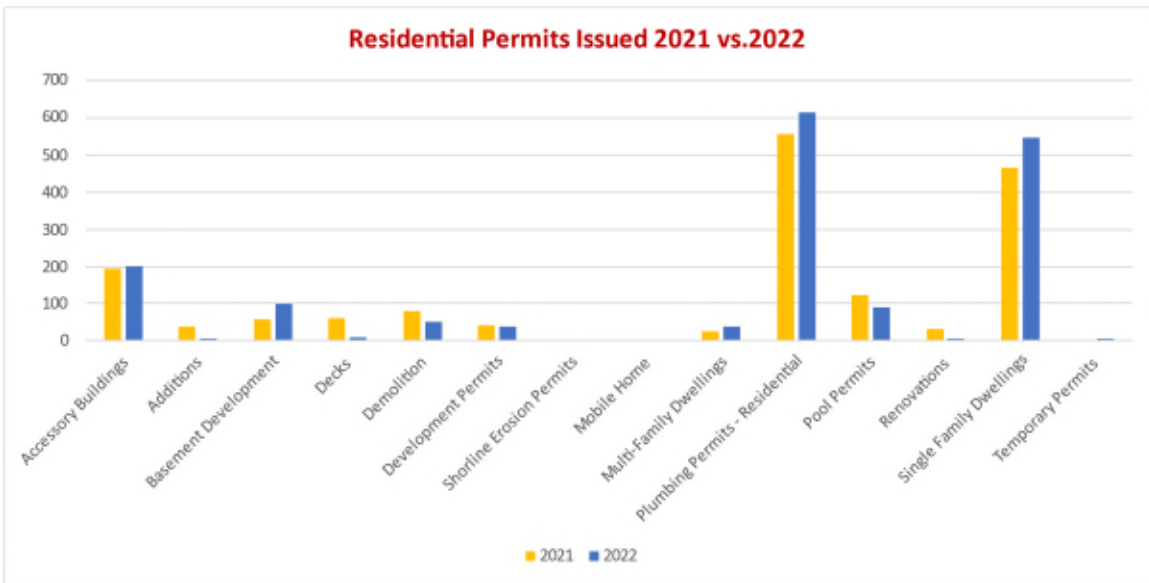


## Permits Issued by Municipality 2018-2022



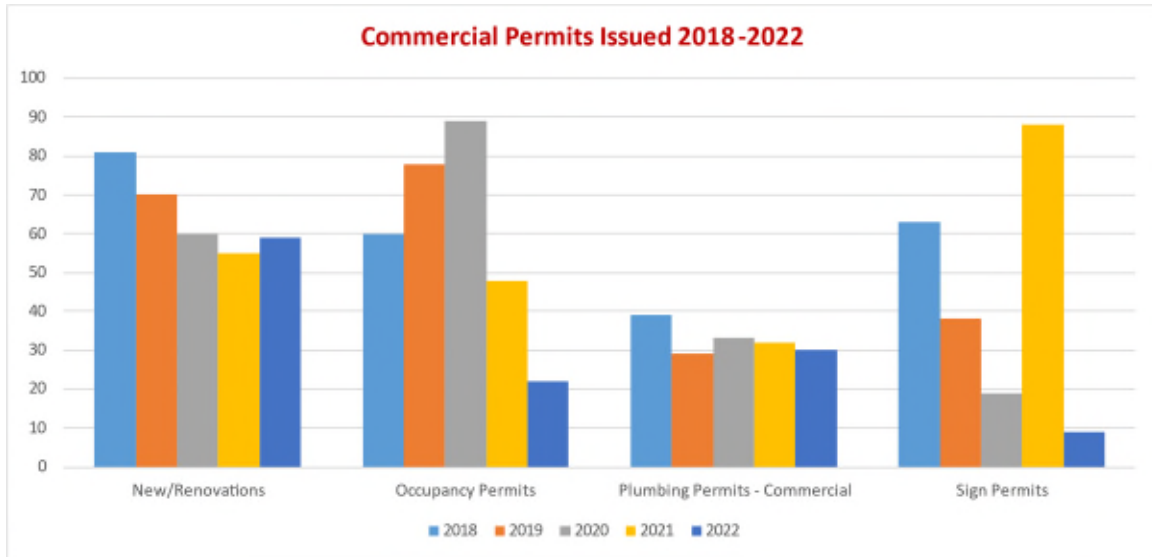
There were 1,705 residential permits issued in 2022, on par with the previous year and representing a 1% increase.

## Residential Permits Issued 2021 vs.2022





In 2022 there were 120 commercial and industrial permits issued, a 46% decrease from 223 issued in 2021.



Some of the significant commercial projects for 2022:

**R.M. of St. Andrews:**

- 1015 BAY RD Part 9
- 5 & 7 YORK BOAT CRES Storage Garage/Building
- 13 STONE FORT RD Business Office

**R.M. of St. Clements:**

- 4330 HENDERSON HWY Part 9
- 72060 PARKSIDE DR Self-Storage Facility

**R.M. of East St. Paul:**

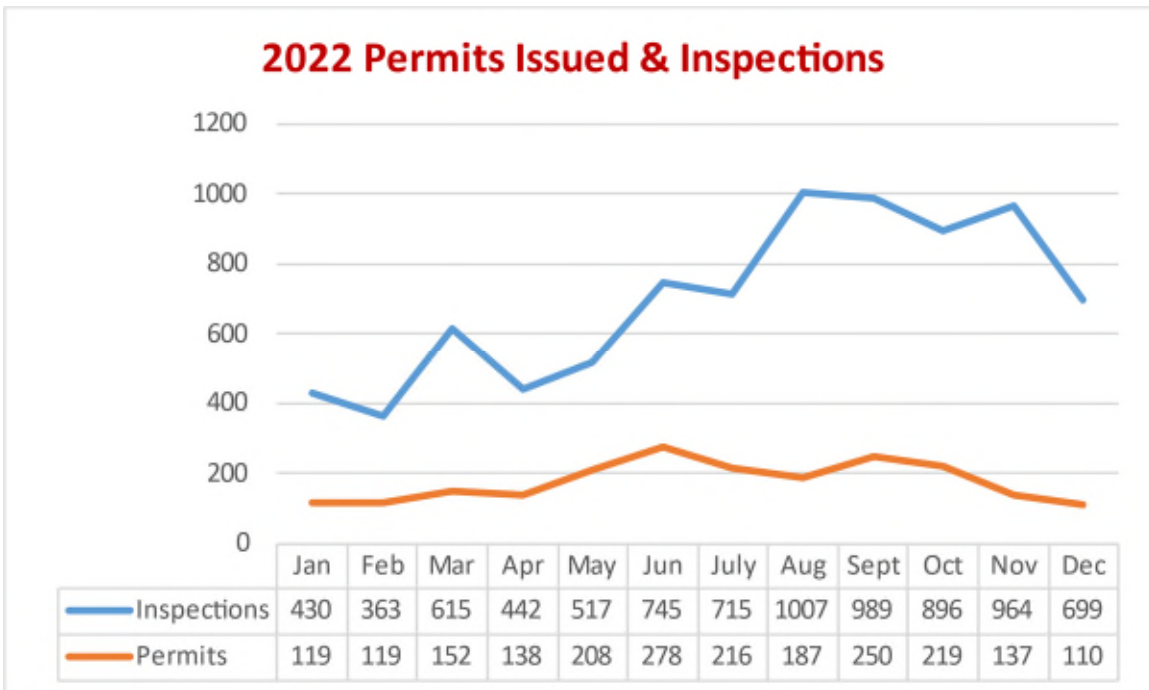
- 6 RYAN WIRTH WAY Business Office
- 3014 HENDERSON HWY Minor Commercial Center

**R.M. of West St. Paul:**

- 889 KAPELUS DR. Gas Bar
- 3740 MAIN ST School-Elementary
- 4477 MAIN ST Storage Garage/Building
- 433 EMES RD Storage Garage/Building
- 1087 KAPELUS DR Storage Garage/Building
- 1255 KAPELUS DR Self-Storage Facility
- 1255 KAPELUS DR Self-Storage Facility
- 1255 KAPELUS DR Self-Storage Facility
- 8 THIRD ST. Warehouse

## Inspections

RRPD Development Officers conducted 8,382 inspections in 2022, an increase of 1,516 inspections or 22.1 % compared to 2021, which was the busiest on record.



## PLANNING SERVICES

The Manager of Planning Services and Community Planners are primarily responsible for managing all planning applications received by the Red River Planning District, with support provided by administrative staff.

The volume of planning applications for 2022 was 296 applications received and managed by the RRPD. This represents a decrease of 8% over 2021 when 319 applications were made.

### 2022 Council and Board Meetings Attended by Planning Staff

St. Andrews	St. Clements	Selkirk	WSP	Dunnottar	ESP	RRPD Board	Other (Municipal Board/WMR)	Total
14	14	3	12	4	19	14	6	86

Meetings attended per Planner in 2022:

Derek Eno attended 57

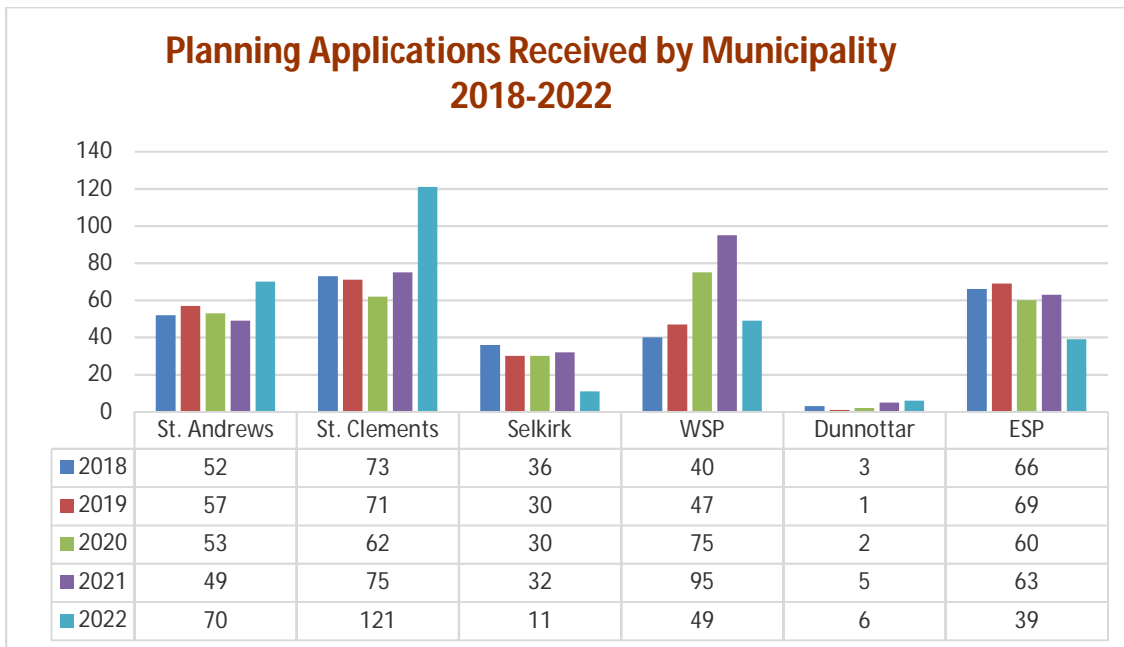
Femi Ojo attended 21

Santan Singh attended 27

Jennifer Ferguson attended 19

### Volume of Planning Activity

Application Type	St. Andrews	St. Clements	Selkirk	WSP	Dunnottar	ESP	Total
Conditional Use	10	12	1	4		1	28
CU/VO/Certificate Extensions	5	4				2	11
Development Plan Amendment							0
Rezoning Fees	1	3		6	1	1	12
Secondary Plan Amendment							0
Subdivision Application	12	22		7		4	45
Subdivision Certificates	6	8	1	9	1	3	28
Variations	36	72	9	23	4	28	172
Combined Hearings							0
<b>2022 Total</b>	<b>70</b>	<b>121</b>	<b>11</b>	<b>49</b>	<b>6</b>	<b>39</b>	<b>296</b>



In 2022 the number of new lots created in the district totaled 640, which is a 78% increase compared to the previous year. This is a strong indication of continued growth in the district. Please note that 107 of those lots were created in Selkirk, which is no longer part of the Planning District.

St. Andrews	St. Clements	Selkirk	WSP	Dunnottar	ESP	Total
<b>9</b>	<b>15</b>	<b>107</b>	<b>505</b>	<b>1</b>	<b>3</b>	<b><u>640</u></b>

## ENFORCEMENT SERVICES

The RRPD is responsible for the enforcement of the RRPD Development Plan, member municipal zoning by-laws and the Manitoba Building Code.

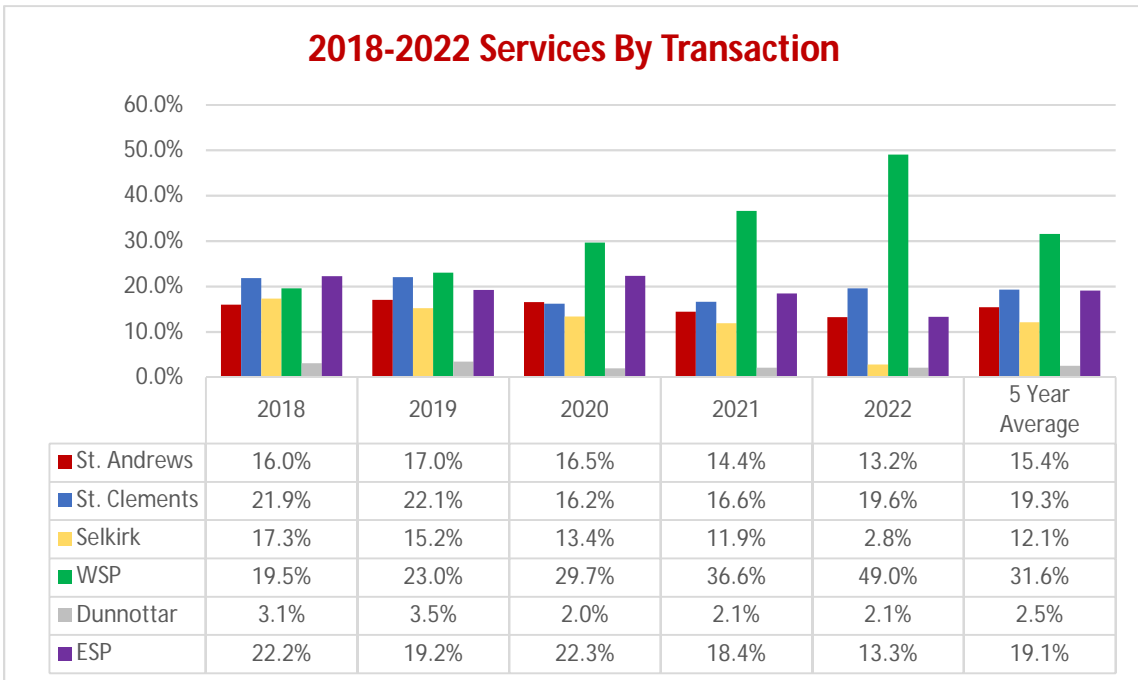
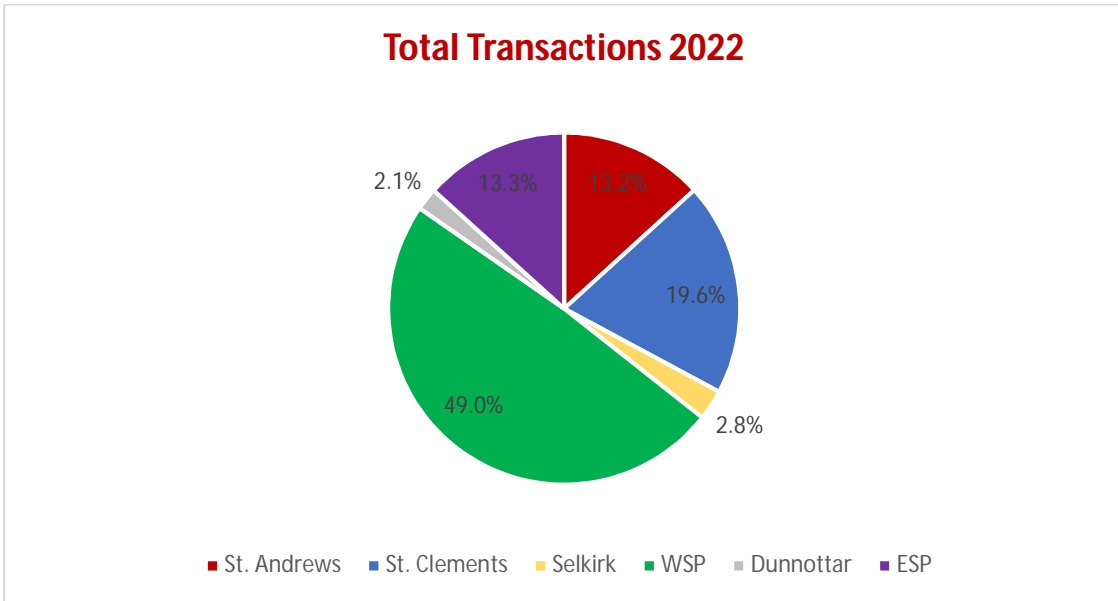
In 2022 the RRPD utilized the services of Prairie By-Law Enforcement Ltd. and enforcement procedure and file management processes are consistent with the provisions of *The Municipal Act* and *The Planning Act*. Enforcement complaints may be filed with the RRPD by completing a Violation Complaint Form, which is available in-office and on the RRPD's website for review and investigation.

The greatest challenge with RRPD's enforcement work is our limited availability of human resource capacity (one full-time by-law officer) to carry out the work. Each enforcement file takes considerable time to properly administer, including the preparation of various correspondence, site inspections, researching past permit and development approvals, liaising with member municipalities, engaging legal counsel, communicating with property owners and monthly reporting.

Details on violations are provided to the Board on a monthly basis. There is strong indication that 2023 is going to be a busy year for violations and enforcement.

## TRANSACTIONS BY MUNICIPALITY

Historically, transactions per municipality have been relatively equal. However, due to increased development in the RM of West St. Paul, this municipality saw more services of the RRPD in both 2021 and 2022.



## OPERATIONAL OVERVIEW

This year saw significant changes to the Red River Planning District. Selkirk completed its withdrawal from the RRPD, and significant effort was required to transfer data, update information and implement processes.

The RRPD also found a new home in the R.M. of East St. Paul. Effective November 1, 2022 the RRPD relocated from 806 Manitoba Avenue in Selkirk to 2978 Birds Hill Road. The move was completed in less than five weeks, while remaining operational and only closing to the public one day.

The 2022 municipal election resulted in changes at municipal councils as well the RRPD Board of Directors.

With a sharp rise in demand over 2021 and 2022, resources were required to respond and meet the needs of our clients in 2022. This resulted in hiring skilled, trained and qualified staff. Through the support of the Board, administration was able to work with a recruitment agency to bring on additional support to meet record-breaking demands, improve service delivery and ensure target processing times were being met.

## LEGAL

The main legal activity for 2022 involved the withdrawal of Selkirk from the Red River Planning District.

There was also on-going enforcement activity that required input and guidance from legal counsel.

## FUTURE CONSIDERATIONS

The following are a number of issues that the Board will consider respecting current and future budgets:

- Continued operational review to meet demands
- On-going staff development for effective handling of increased workload
- Bills 37 & 38 implementation
- Zoning By-law update for all five member municipalities
- In house by-law enforcement
- Review of the RRPD Strategic Plan