

# RED RIVER PLANNING DISTRICT

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## 2025 ANNUAL REPORT



**“WE PROVIDE EXPERT PLANNING AND COMMUNITY DEVELOPMENT SUPPORT  
TO MUNICIPALITIES AND THE PUBLIC”**

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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 2025.

The RRPD continues to be actively involved in positive and progressive planning and development, supported by a new strategic plan focused on modernization and continuous improvement. Ongoing commercial and residential growth in the area reflects population increases, enhanced environmental services, and strengthening economic conditions. This growth is guided by the Red River Planning District Development Plan, adopted in 2020.

In the unaudited financial statements as of December 31, 2025, RRPD's total assets increased to \$2,325,588.49, up from \$1,327,587.03 in 2024. This increase is primarily due to a significant shift in the operating reserve, resulting from higher-than-anticipated revenues and conservative financial management aimed at strengthening reserves and supporting future operational and capital needs. Revenues in 2025 also increased substantially, rising by 28.93% from \$2,700,464.90 in 2024 to \$3,614,007.93.

Total expenditures amounted to \$2,579,189.93, representing a 0.21% decrease compared to 2024. Notable variances included reduced spending on contract staff and legal expenses, while increased expenditures were recorded for software upgrades and maintenance, staff development, and advertising costs.

The office welcomed over 2932 customers and visitors to the RRPD in 2025, an increase of 10.52%. GIS public mapping on the RRPD website had 22,706 views, 3% more than the previous year.

## TASKS AND SERVICES

The RRPD delivers a wide range of services to the public, municipal officials, government agencies, the Board, and municipal staff. In addition to the services reflected in the financial statements, RRPD provides general inquiry support; Manitoba Building Code interpretation and guidance; enforcement of violations; building and property inspections; administration of the Development Plan, Secondary Plans, and Building and Zoning By-laws; and independent management of the RRPD's financial administration.

## STAFFING

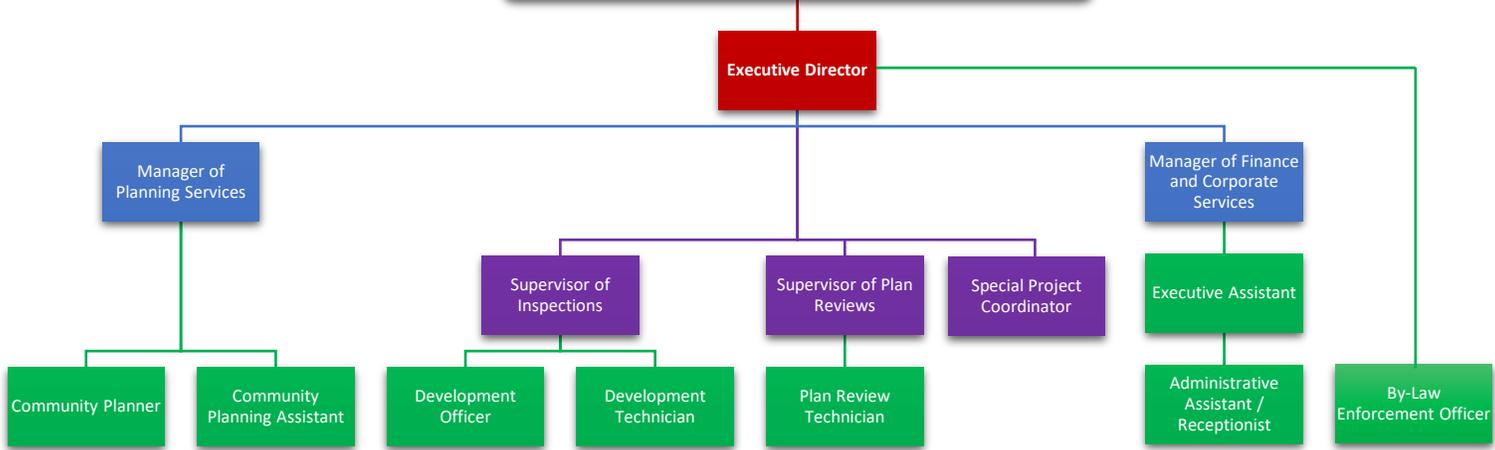
The Board was established in 1977 and staffed by five people. At the end of 2025, the RRPD employed 19 full-time staff members. This was a 13.64% decrease from 2024. Additionally, there were three contract arrangements, in addition to four summer students

Before 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 subdivisions, development plans, and zoning process.

On December 31, 2025, the RRPD employed the following staff members:

- Jennifer Ferguson – Executive Director
- Krystal Wenzoski – Special Project Coordinator
- Vera Friesen – Development Technician
- Paul Prochorow – Supervisor of Inspections
- Trent Wachniak – Development Officer
- Luanne Martin – Administrative Assistant
- Jaskaran Singh – Supervisor of Plan Reviews
- Eric Saler – Development Officer
- Edward Diones – Plan Review Technician
- Christine Lee - Zoning and Plan Review Technician
- Stephanie Skrumeda- Plan Review Technician
- Kristen Balchen- Zoning and Plan Review Technician
- Trevor Evans – By-law Enforcement Officer
- Calvin So – Community Planning Assistant
- Rajveer Bhullar – Administrative Assistant
- Valentina Esman - Community Planner
- Andy Hoferberg - Development Officer
- Gillian Kolody - Community Planning Assistant
- Cody Scholz – Development Officer

**RED RIVER PLANNING DISTRICT BOARD**



## DEVELOPMENT SERVICES

The Development Services Department is assigned the responsibility of monitoring construction activities 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.

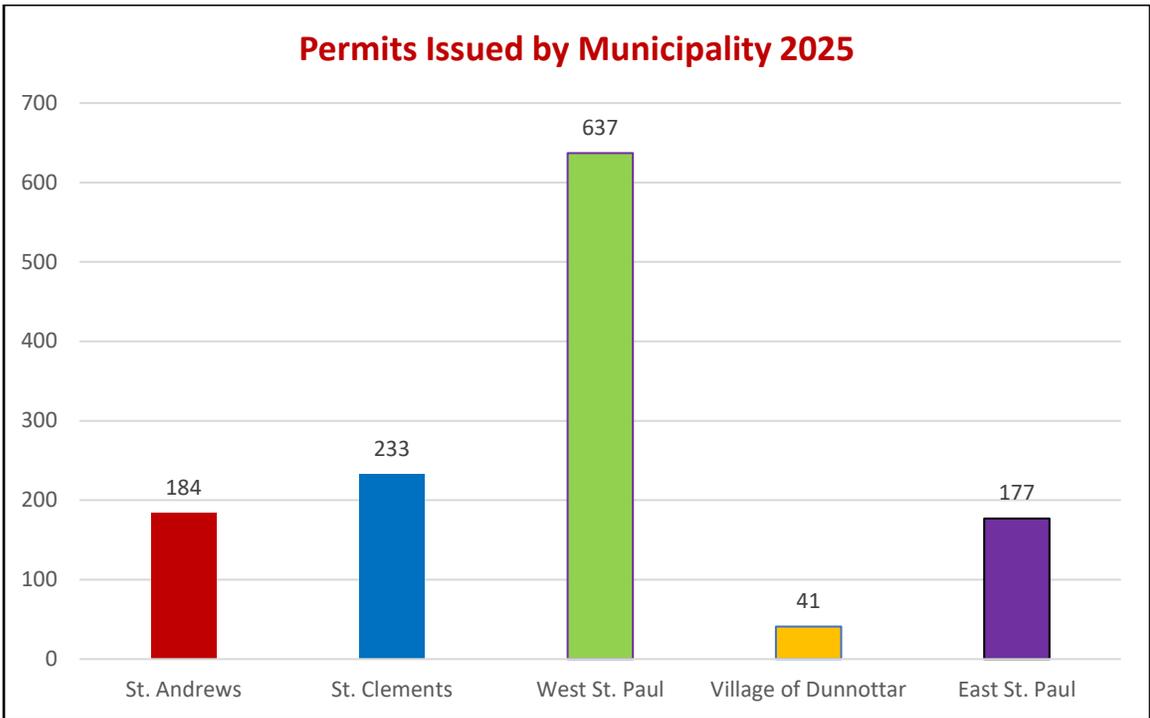
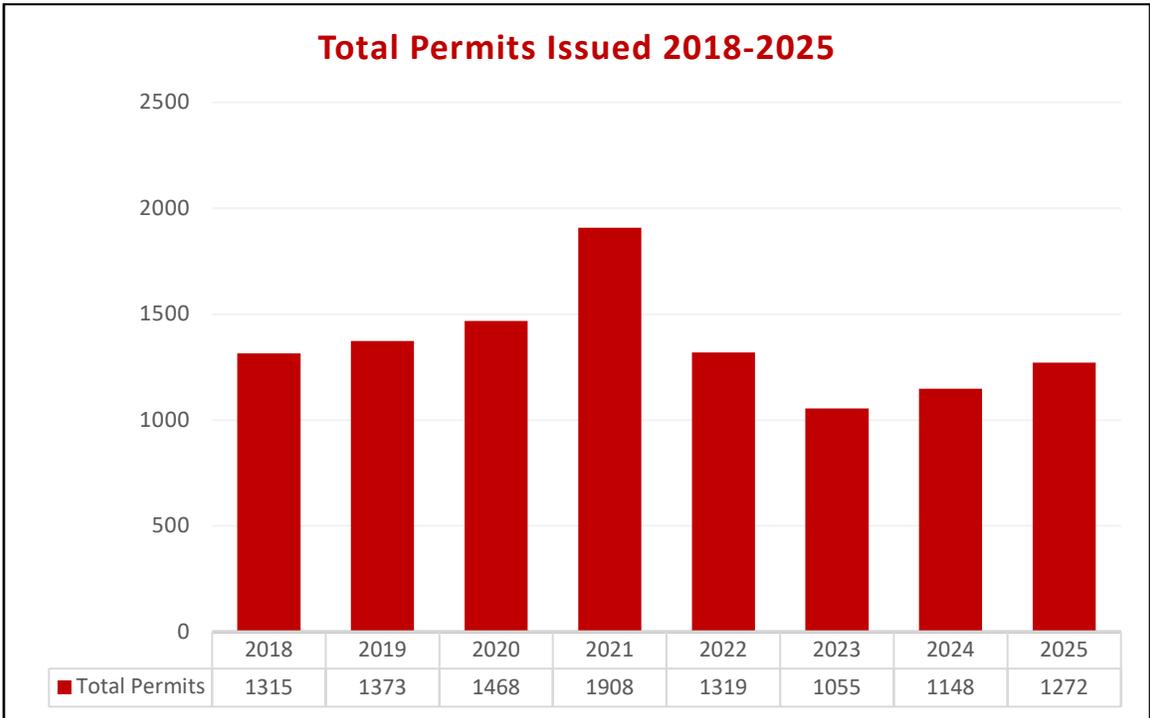
The permit approval and inspection process is intended to ensure that building development meets all necessary codes and regulations, to promote the health, safety and well-being of current and future occupants.

### Volume of Building Permits Issued

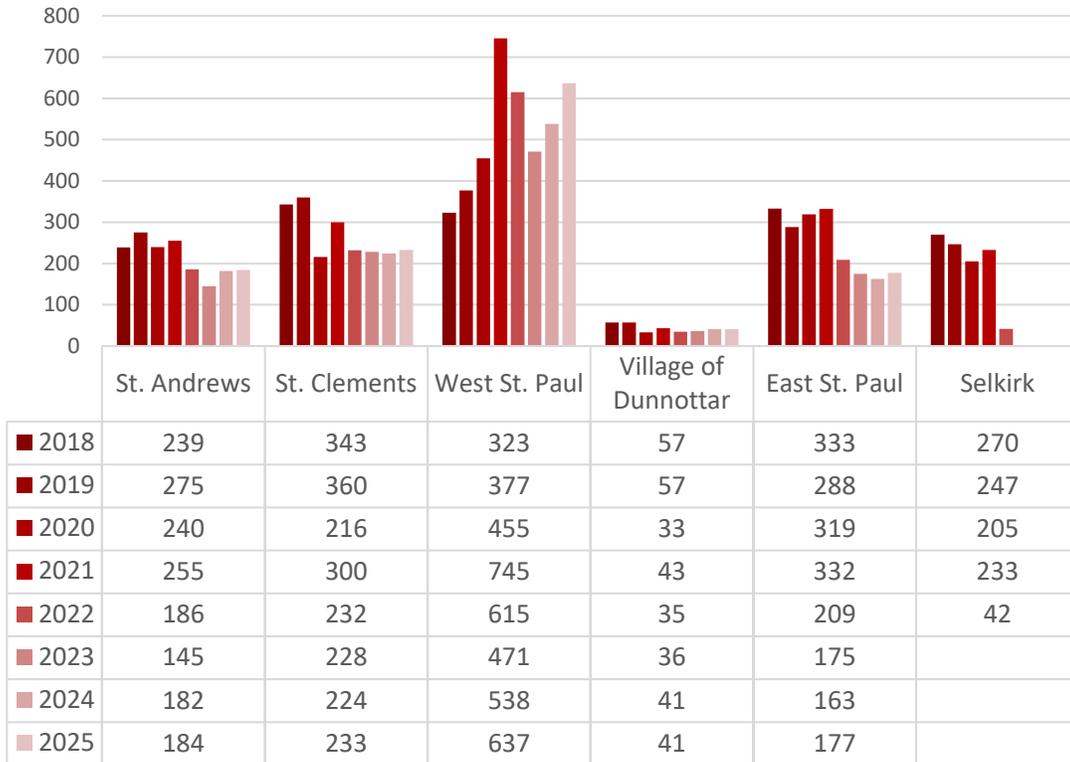
In 2025, the RRPD focused on enhancing operational efficiency and service delivery within its permitting processes. Key initiatives included streamlining permit workflows, increasing reliance on design professionals, strengthening collaboration with member municipalities, and building stronger relationships with key stakeholders. These efforts supported more consistent, efficient, and transparent service for both the public and municipal partners.

There were 1272 building permits issued in 2025, which is an increase of 10.8% compared to 2024. It should be noted that there was a considerable increase in new dwellings in 2025 resulting in a 26.55% increase compared to the previous year.

Type of Permit Issued	2024	2025	Variance	Increase/Decrease
ACCESSORY STRUCTURES	129	136	7	5.43%
ADDITIONS	38	37	-1	-2.63%
BASEMENT DEVELOPMENT	126	90	-36	-28.57%
COMMERCIAL	43	49	6	13.95%
DECKS	69	120	51	73.91%
DEMOLITION	59	49	-10	-16.95%
DEVELOPMENT PERMITS	25	30	5	20.00%
SHORELINE EROSION	2	2	0	0.00%
MOBILE HOMES	2	3	1	50.00%
MULTI-FAMILY DWELLING	0	8	8	8 +
OCCUPANCY PERMITS	30	38	8	26.67%
PLUMBING - RESIDENTIAL	5	14	9	180.00%
PLUMBING - COMMERCIAL	17	28	11	64.71%
POOL PERMITS	58	69	11	18.97%
RENOVATIONS	56	39	-17	-30.36%
SINGLE FAMILY DWELLINGS	339	429	90	26.55%
SIGN PERMITS	18	7	-11	-61.11%
TEMPORARY PERMITS	1	4	3	300.00%
REVISIONS	131	120	-11	-8.40%
<b>TOTAL</b>	<b>1148</b>	<b>1272</b>	<b>124</b>	<b>10.80%</b>

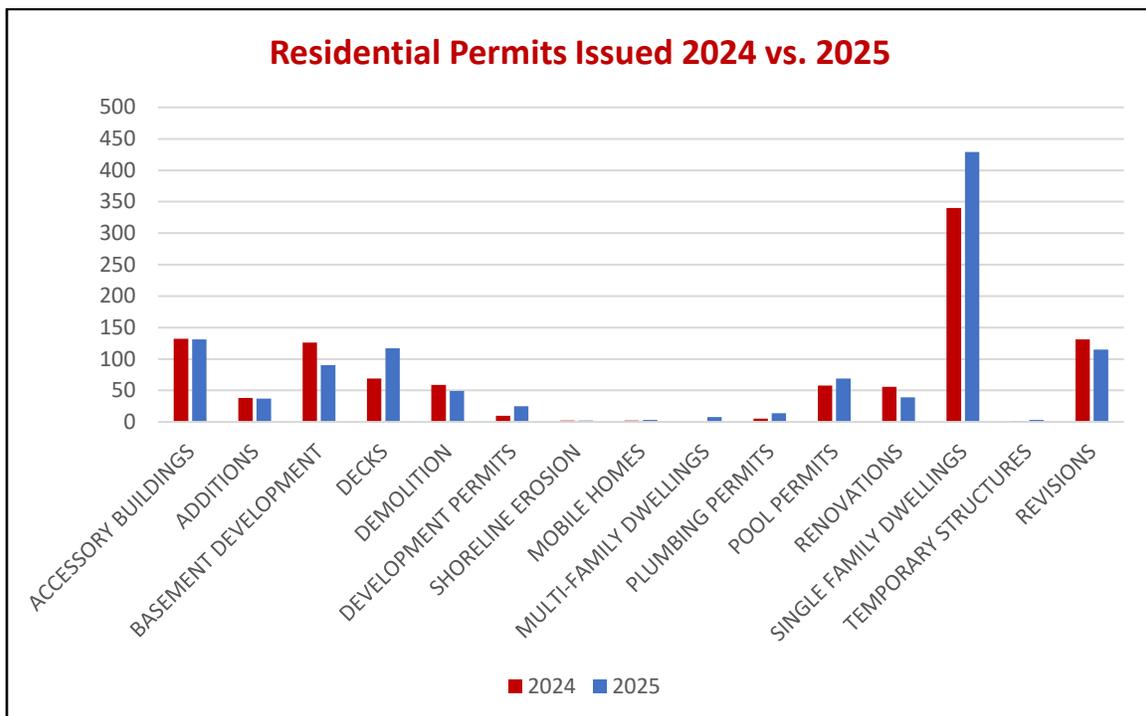


### Permits Issued by Municipality 2018-2025

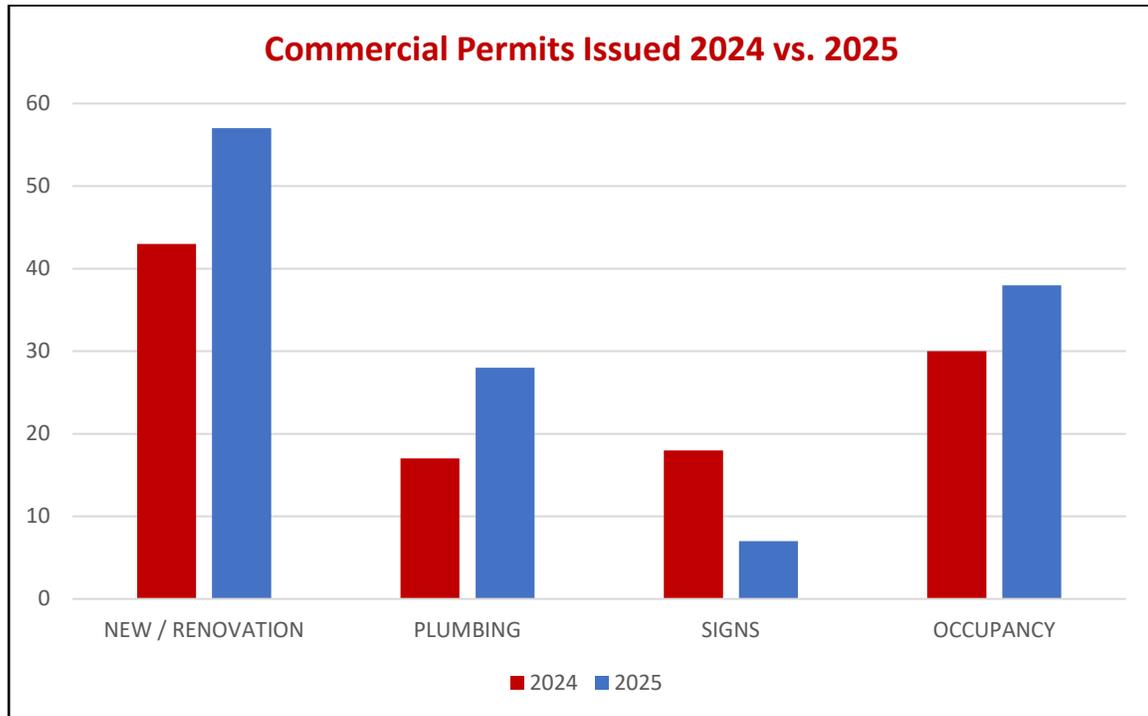


In 2025, residential permit activity continued to grow, with 1,131 permits issued compared to 1,029 in 2024, representing a 9.91% increase. This growth reflects continued investment in housing development and improvements, highlighting strong demand for new and upgraded residential properties across the district.

### Residential Permits Issued 2024 vs. 2025



In 2025 there were 141 commercial permits issued, this represents an overall 18.49% increase from 119 issued commercial permits in 2024. The overall trend now reflects an increase, driven by a rise in commercial accessory structures, plumbing permits, and occupancy applications, in addition to new commercial construction permits. While commercial plumbing permits had previously seen a decline, activity in this area has rebounded, contributing to the overall growth.



**Significant Commercial Projects for 2025:**

RM of St. Andrews		
Location	Project	Cost of Construction
1133 - 1147 Breezy Point Road	Manitoba Metis Federation	\$7,130,000.00
2189 Quarry Ridge Road	Office building with shed assembly workshop	\$2,000,000.00
16 Red Rox Lane	Commercial Building - Food Processing and Manufacturing	\$630,000.00
12 Red Rox Lane	Commercial Shop - Manufacture galvanized wire fencing.	\$150,000.00
18 York Boat	Crematorium Building	\$349,999.90

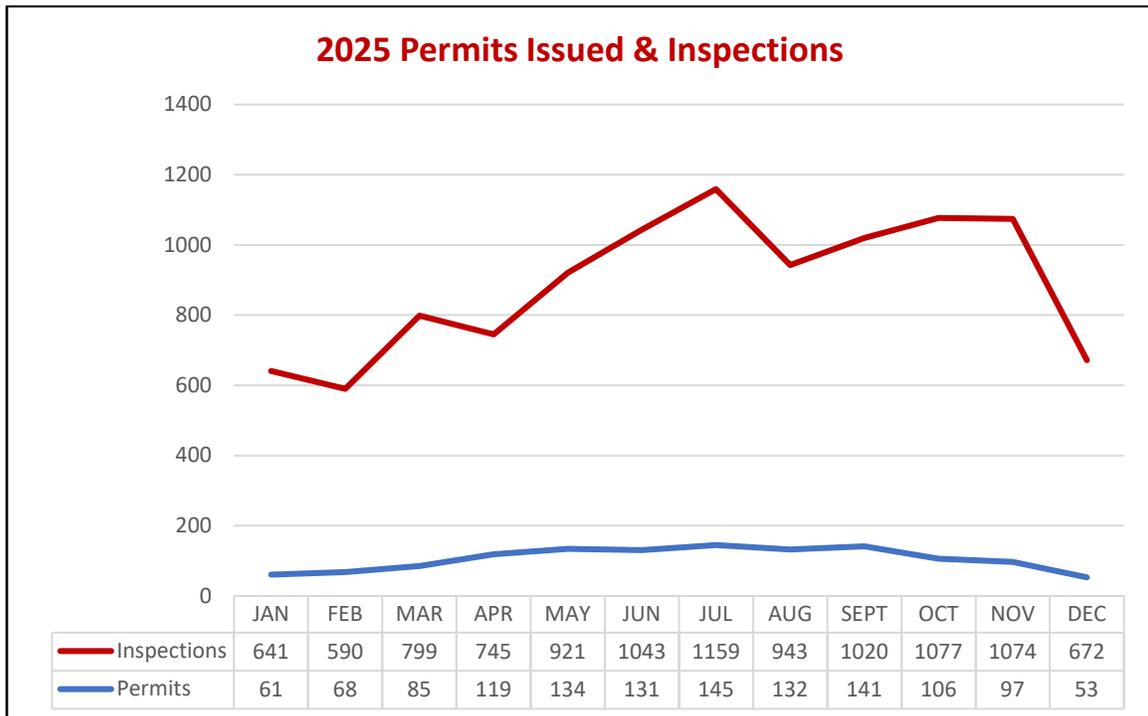
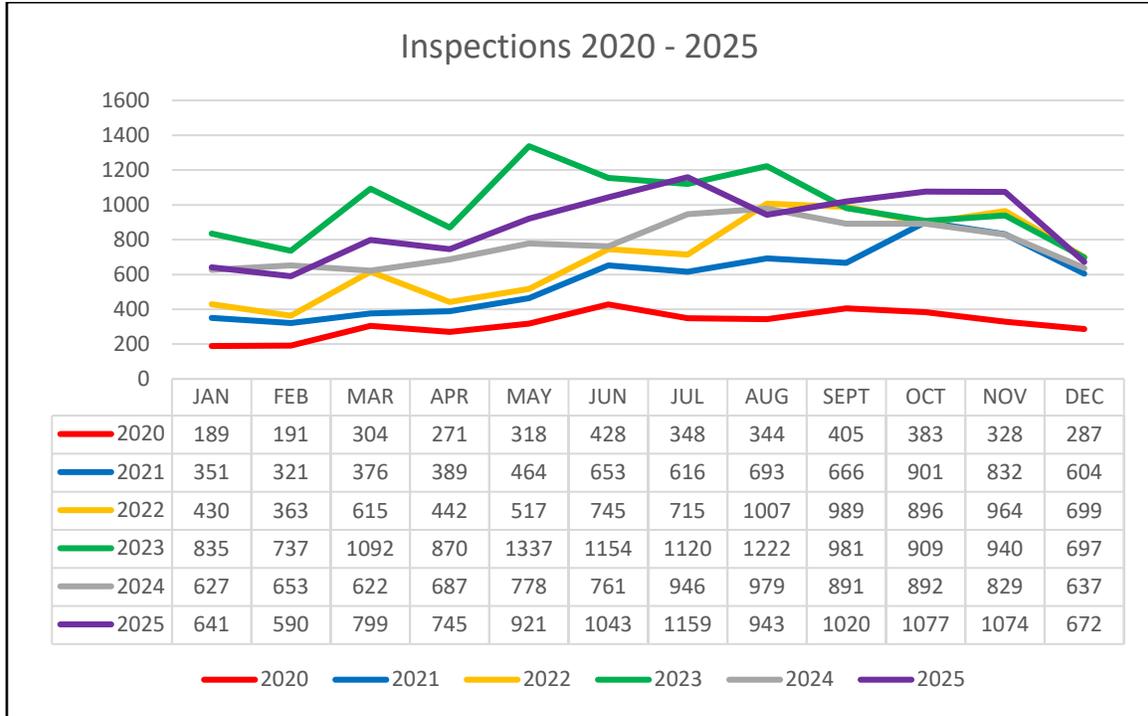
<b>RM of St. Clements</b>		
<b>Location</b>	<b>Project</b>	<b>Cost of Construction</b>
1043 Kittson Road	Multiple Family Dwellings (8 Buildings)	\$12,040,000.00
4680 Raleigh Road	Commercial Office and Shop Building	\$300,000.00
440 I-XL Crescent	Commercial Warehouse with General Office Space	\$1,425,000.00

<b>RM of East St. Paul</b>		
<b>Location</b>	<b>Project</b>	<b>Cost of Construction</b>
6 Ryan Wirth Way	Interior Suite Development - Office / Warehouse	\$35,000.00

<b>RM of West St. Paul</b>		
<b>Location</b>	<b>Project</b>	<b>Cost of Construction</b>
3440 Main Street	Tim Hortons	\$1,800,000.00
1 Meadowland Drive	McDonald's	\$2,200,000.00
1550 Pipeline Road	Manitoba Hydro Fleet Services Centre	\$34,055,400.00
745 Kapelus Drive	Addition to Kings School	\$2,500,000.00
66 Second Street	Commercial Building - Repair shop	\$1,900,000.00
26 Jones Drive	Storage Garage	\$500,000.00
26 Jones Drive	Commercial Building - Contractors Establishment with Offices	\$1,200,000.00
251 Emes Road	Commercial shell building	\$600,000.00
3440 Main Street	Retail Strip Mall	\$2,500,000.00
3740 Main Street	Modular Classroom	\$800,945.00

## Inspections

In 2025, RRPD Development Officers completed 10,684 inspections, a 14.86% increase over the 9,302 inspections completed in 2024, which had represented a 21.79% decrease from 2023. Looking ahead to 2026, inspection numbers may shift significantly due to by-law and procedural changes that transfer certain inspection responsibilities to qualified professionals.



## 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.

In 2025 there were 300 applications received and managed by the RRPD. This is a decrease of 2.28%.

The RRPD provides value-added service by ensuring a Registered Professional Planner (RPP) attends municipal council meetings where planning applications are being considered. Below is a summary of meeting attendance by RRPD staff.

### 2025 Council and Board Meetings Attended by Planning Staff

St. Andrews	St. Clements	WSP	Dunnottar	ESP	RRPD Board	Other (Municipal Board/WMR)	Total
12	11	16	9	13	13	2	76

Meetings attended per Planner in 2025:

Derek Eno attended 41;

Valentina Esman attended 27;

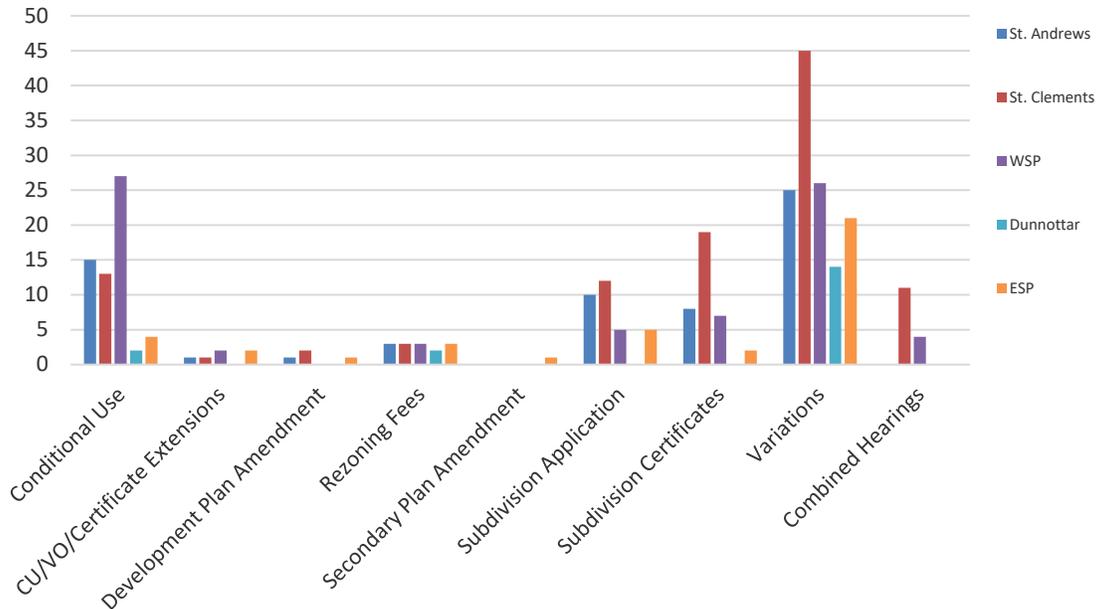
Jennifer Ferguson attended 23

The following chart provides a comparison of planning applications by municipality.

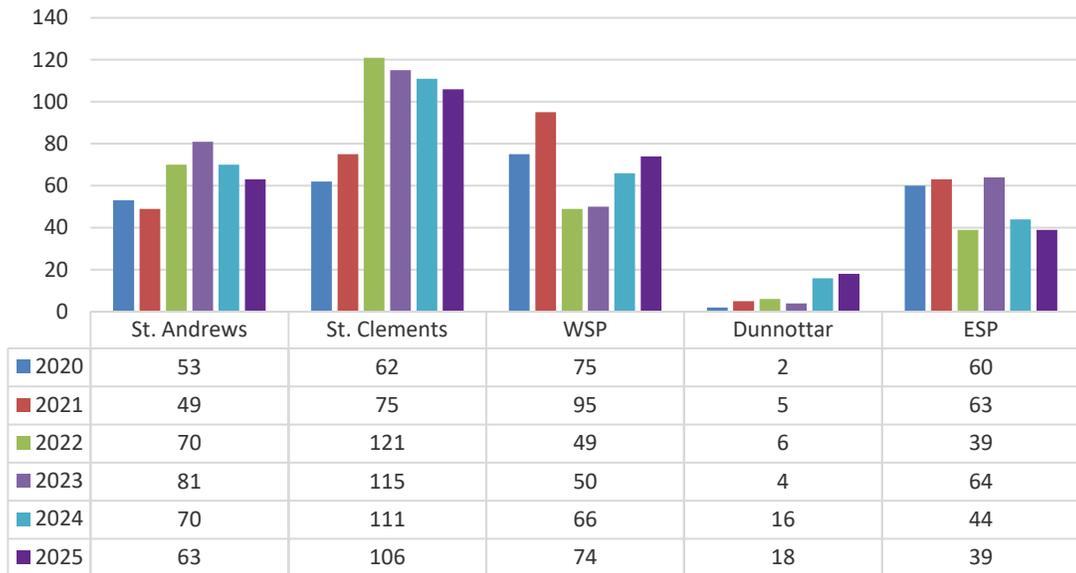
### Volume of Planning Activity

Application Type	St. Andrews	St. Clements	WSP	Dunnottar	ESP	Total
Conditional Use	15	13	27	2	4	61
CU/VO/Certificate Extensions	1	1	2	0	2	6
Development Plan Amendment	1	2	0	0	1	4
Rezoning Fees	3	3	3	2	3	14
Secondary Plan Amendment	0	0	0	0	1	1
Subdivision Application	10	12	5	0	5	32
Subdivision Certificates	8	19	7	0	2	36
Variations	25	45	26	14	21	131
Combined Hearings	0	11	4	0	0	15
<b>2025 Total</b>	<b>63</b>	<b>106</b>	<b>74</b>	<b>18</b>	<b>39</b>	<b>300</b>

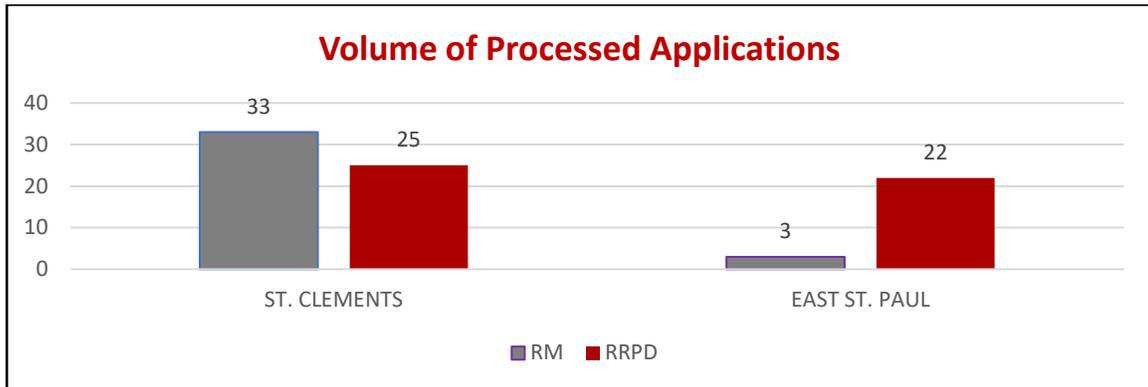
### Planning Applications Received 2025



### Planning Applications Received by Municipality 2020-2025

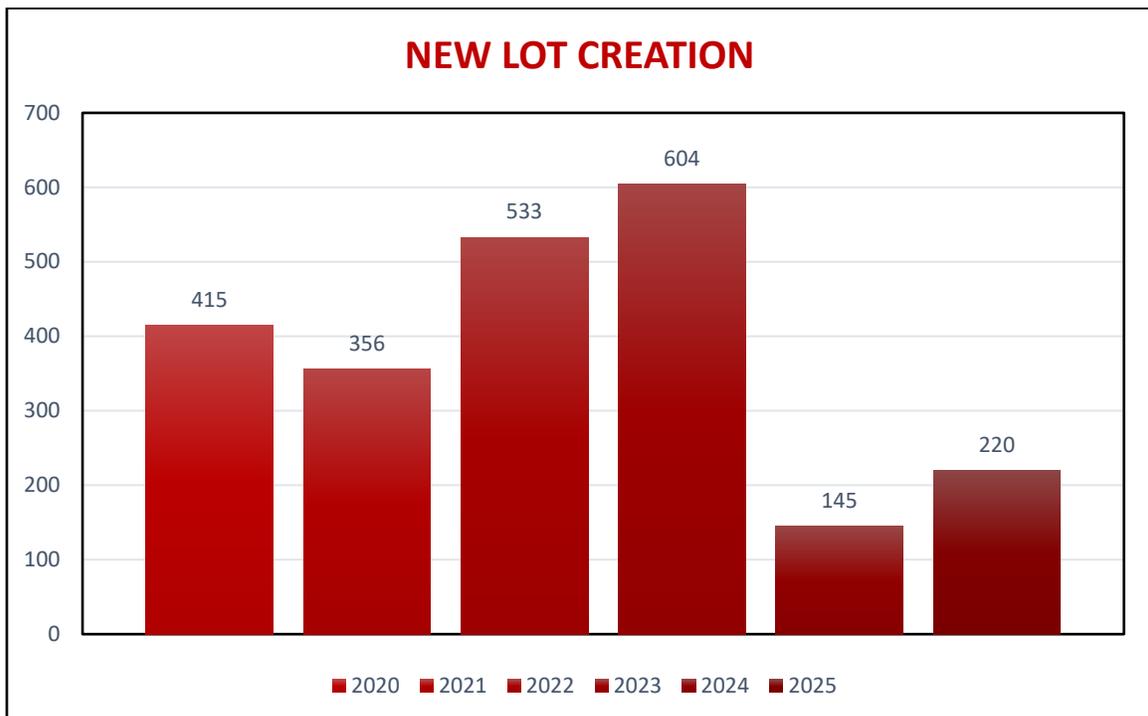


RRPD launched a pilot project to streamline variance and conditional use applications by simplifying reports and partnering with member municipalities. The initiative has reduced processing times, increased staff capacity, and allowed Community Planners to focus on complex files, with minor challenges being addressed as the project continues.



Following a significant decline in new lot creation across all municipalities from 2023 to 2024, subdivision activity increased in 2025. A total of 220 new lots were created within the district in 2025, representing a 51.72% increase compared to the previous year. While this level of activity remains below the highs recorded between 2020 and 2023, it shows a positive trend in development following the significant drop in 2024.

2025					
St. Andrews	St. Clements	WSP	Dunnottar	ESP	Total
16	24	177	0	3	<u>220</u>



## ENFORCEMENT SERVICES

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

Enforcement procedures 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, available in the office and on the RRPD’s website for review and investigation.

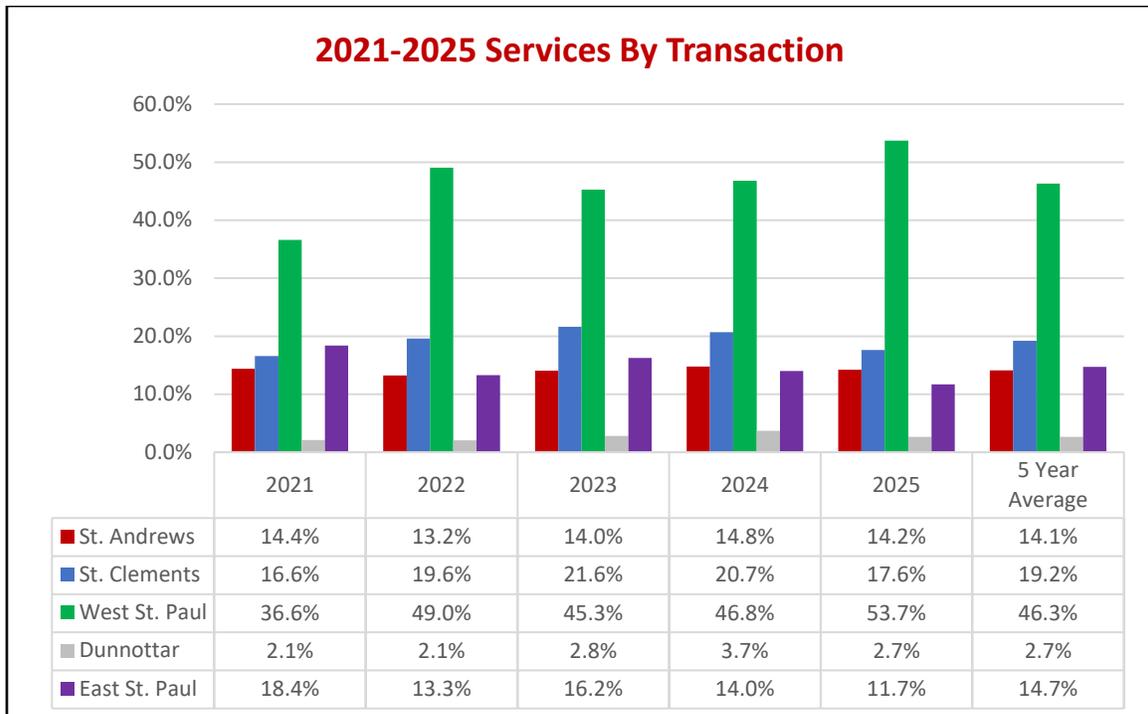
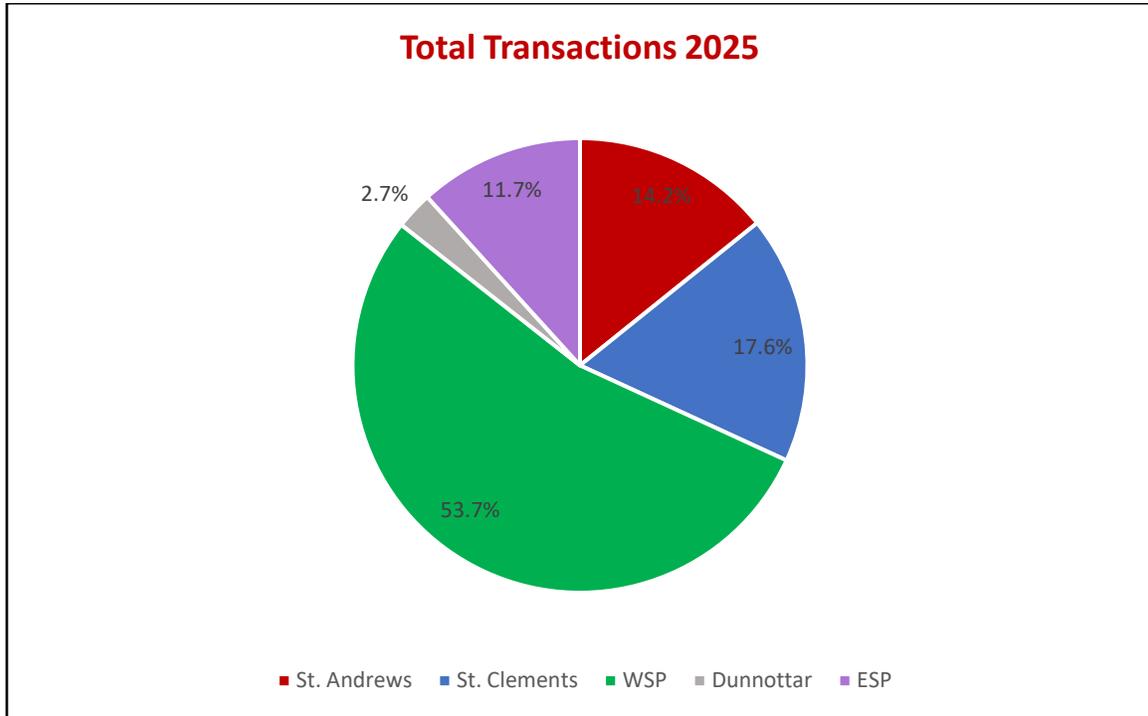
Throughout 2025, RRPD continues to work with member municipalities in coordinating enforcement efforts. The greatest challenge with RRPD’s enforcement work is our limited availability of human resource capacity (one full-time by-law officer) to carry out the work. Each enforcement file takes considerable time to administer properly, 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.

In 2025, public complaints and violations have increased, reflecting greater awareness and a proactive approach to compliance. Procedural changes now send all violations directly to the Notice of Violation stage, while updates to the Building By-law and the introduction of fines have strengthened enforcement. Enhanced fleet identification has improved RRPD visibility and authority. These measures are boosting compliance, efficiency, and district safety.



## TRANSACTIONS BY MUNICIPALITY

Historically, transactions across municipalities were balanced. However, from 2021 to 2025, the RM of West St. Paul has experienced a significant increase in RRPD service demand, accounting for an average of 46.3% of transactions over the five-year period.



## COMPLAINT SUMMARY

Throughout 2025, the Executive Director actively tracked and investigated both informal and formal complaints as part of RRPD’s commitment to transparency, accountability, and continuous customer service improvement. Complaint monitoring helped identify trends, address issues promptly, and guide administrative practices.

A total of 15 complaints were investigated, leading to one formal complaint submission. Out of the 15 complaints, 7 were deemed invalid and required no action. In comparison, 58 complaints were received in 2024, of which 16 (27.6%) required no action. Overall, this represents a 74.1% reduction in complaint volume from 2024 to 2025.

Most complaints were informal and involved Zoning By-Law Enforcement, National Building Code, and communication issues. The majority were addressed within one business day, with several requiring no further action after investigation. Some concerns fell outside RRPD’s jurisdiction, such as lot grading and enforcement in non-member municipalities, and were redirected to the appropriate authorities as needed.

### National Building Code (3 complaints)

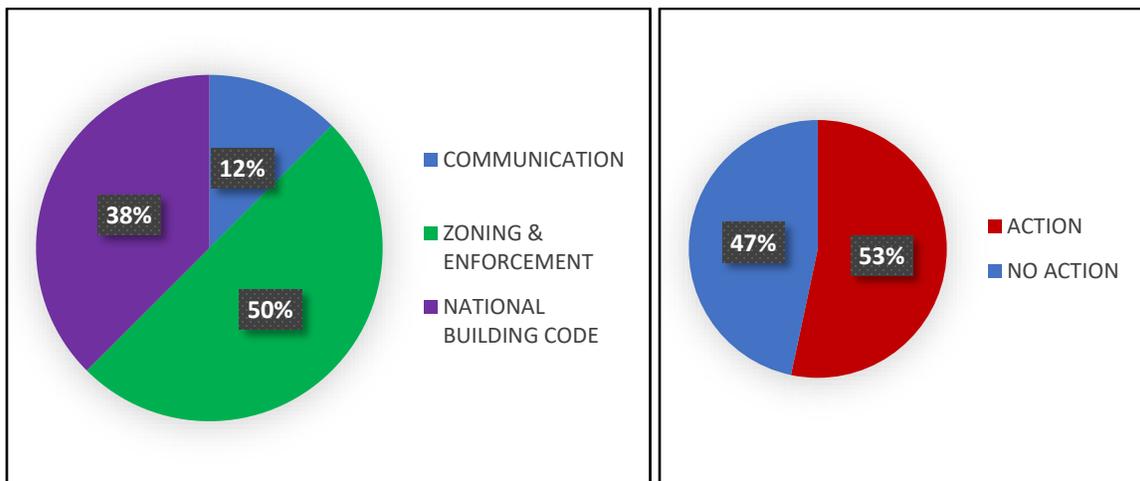
Complaints were received in relation to inspection outcomes, permit conditions, and Manitoba Building Code requirements. In all cases, staff provided code references and guidance for deficiency correction.

### Zoning By-law Enforcement (4 complaints)

Complaints involving zoning interpretation, including corner lot setbacks and variance requirements. These matters were resolved through municipal direction or variance applications.

### Communication (1 complaint)

A small number of complaints referenced concerns related to transparency or process. These were addressed through follow-up communication, clarification of roles and responsibilities, and commitment to improve internal documentation.



## OPERATIONAL OVERVIEW

In 2025, RRPD continued to advance its mandate of providing consistent, efficient and transparent planning and building services across its member municipalities. The year was marked by regulatory modernization, service streamlining, strengthening stakeholder relationships, and continued investment in staff capacity, all while responding to increased service demands and evolving provincial requirements.

### **Harmonized Building By-law**

A major milestone in 2025 was the adoption of the harmonization of five (5) building by-laws. This initiative represents a significant step in modernizing and streamlining building regulations across all RRPD member municipalities.

The harmonized building by-law establishes consistent regulatory structure that supports safe construction and improved alignment with provincial legislation and standards. By reducing inconsistencies between municipalities, the RRPD aims to minimize red tape, enhance clarity and improve efficiency through the permitting and inspection processes.

### **Stakeholder Engagement and Collaboration**

Meaningful engagement with the development industry and community stakeholders remained a priority for 2025. RRPD staff attend monthly Manitoba Home Builders' Association Technical Review Committee meetings. These forums strengthen relationships, improve communication, and support coordinated decision making with other approving authorities such as the City of Winnipeg, Province of Manitoba and Manitoba Hydro.

### **Streamlining Reviews and Inspections**

In 2025, RRPD introduced further refinements to plan review and inspection processes where Part 4 design elements apply within Part 9 buildings. Applications and inspections involving Part 4 design elements must include professional engineer certifications and representations confirming compliance with Part 4 of the Code.

Therefore, reducing the number of inspections performed by RRPD staff.

### **Provincial Performance Standards Regulation**

The province implemented Phase II of the Province's Performance Standards Regulation. This phase further refined timelines, accountability measures and services expectations for approving authorities related to permit review, issuance, and inspections.

Administration focused on aligning internal processes, workflows, and staffing to meet legislated standards while maintaining service quality.

### **Development Services Structure**

Administration enhanced the Development Services structure to improve efficiency and meet performance standards through the creation of three (3) new positions:

Supervisor of Inspections, Supervisor of Plan Review, and Special Project Coordinator.

These roles have strengthened coordination, clarified responsibilities, and fostered a more collaborative, team-based approach across plan review, inspections, and administration.

### **RRC Polytech Summer Student Program**

Through its partnership with Red River College Polytech, the RRPD again welcomed summer students from related fields to assist with plan review and permit processing. The program provides students with valuable hands-on experience both in the office and in the field, while supporting RRPD operations during peak construction months. The district has been fortunate to see former summer students transition into full-time permanent roles, contributing to long-term workforce development offering opportunities for succession planning, and building redundancy.

### **Professional Development**

RRPD continues to focus on professional development and maintaining a highly trained, qualified workforce. The Manitoba Building Officials' Association (MBOA) and Red River College Polytech allow staff to access ongoing training related to the Manitoba Building Code, Plumbing Code, Energy Code, and other regulatory areas. Building officials participate in certification programs, such as the Certified Building Code Official (CBCO) designation under MBOA, and attend training seminars to maintain required continuing education hours.

This commitment to professional development also extends to the Planning Division, ensuring planners remain current and qualified in a continually evolving regulatory environment through conferences and training opportunities.

### **Communications and Public Information**

In 2025, RRPD strengthened its communications by issuing clear bulletins outlining changes to permitting and inspection processes, including fees, inspection requirements, plan review expectations, and updated applications and brochures. In addition, staff also began leveraging artificial intelligence (AI) tools and instructional videos to support permitting and planning inquiries, helping reduce general inquiries while providing clear guidance on permit requirements for common projects such as dwellings, additions, and accessory buildings.

### **Staffing Limitations**

At the end of 2025, the RRPD experienced the departure of the Manager of Planning Services, following two earlier resignations within the Development Services division with only one of these positions being filled.

Staffing levels in the Plan Review area have continued to decline, prompting the need to explore options for increased capacity and redundancy to maintain service delivery.

## LEGAL

The main legal activity in 2025 related to the following:

Municipal Board Appeals

Building By-law review

FIPPA application

There was also ongoing enforcement activity that needed input and guidance from legal counsel as remedies and appeals moved forward.

## FUTURE CONSIDERATIONS

The following are several issues that the Board will consider respecting current and future budgets:

- Continued operational streamlining;
- On-going staff development for effective handling of workload;
- Performance Standard Regulation requirements;
- Zoning By-law update for all five member municipalities, next steps;
- Municipal Services Delivery Improvement Program Outcomes.
- Cloudpermit Planning Module
- Strategic Plan Recommendations
- 2026 Municipal Election