



RED RIVER PLANNING DISTRICT 2024 ANNUAL REPORT

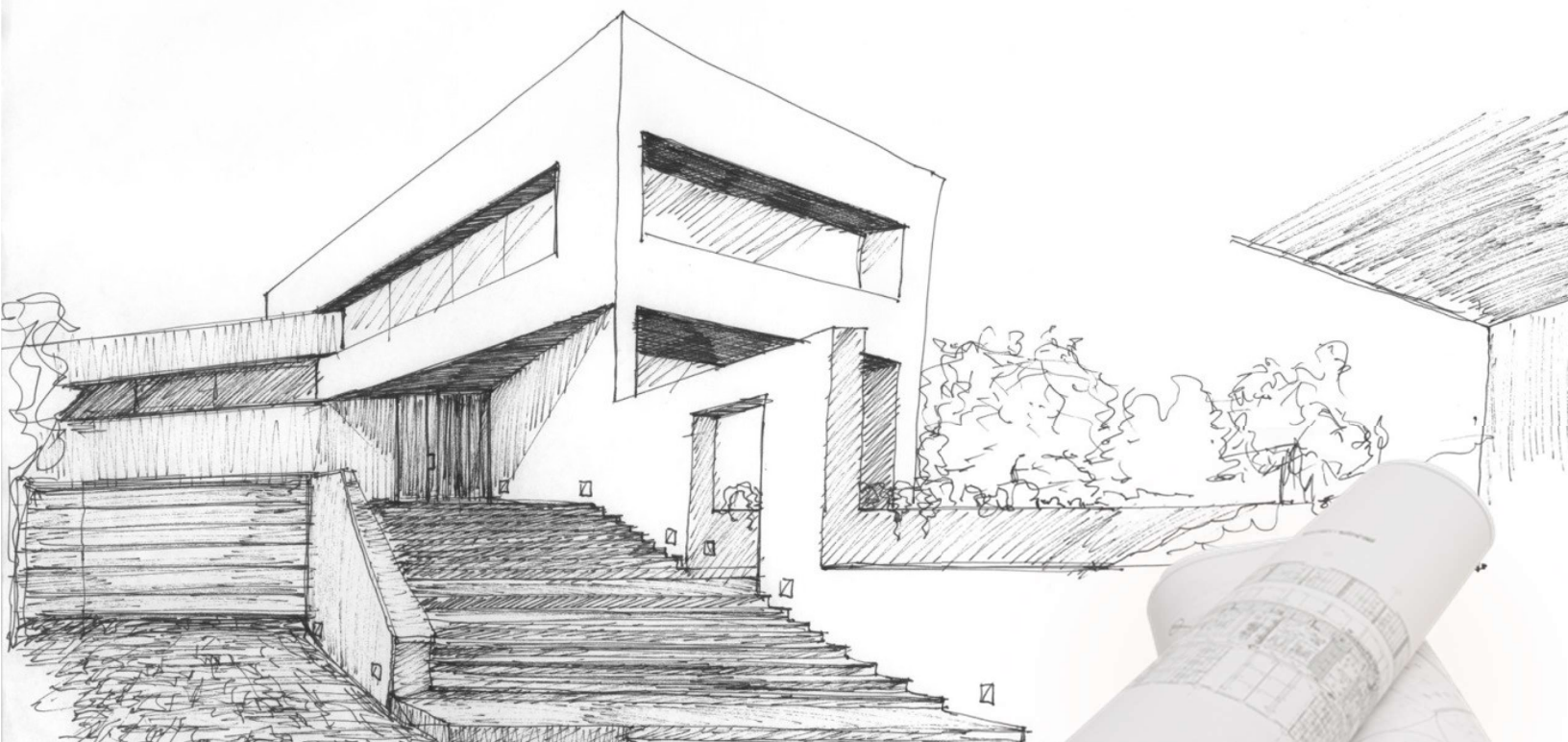


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FOREWARD

As per the requirements of *The Planning Act*, we are pleased to provide the Board with the Annual Report for 2024.

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 2020.

In the un-audited Financial Statements of December 31, 2024, the RRPD's assets were \$1,425,998.04 as compared to \$1,412,363.31 in 2023. This is a result of a change in assets. Revenues increased by 4.3% in 2024 as compared to 2023 from \$2,632,551.82 to \$2,745,748.21. The RRPD experienced a decrease in planning services revenue of 46.84% compared to 2023. The reduction of planning income was in relation to subdivision lot fees not been realized in 2024.

Total expenditures were \$2,554,871.04, which is a decrease of 15.59% over expenditures in 2023. Significant variances occurred in the following areas: decreased expenditures in the areas of violation enforcement with full-time in-house staff, legal expenses and property maintenance expenses. Increased expenditure occurred in contract work.

The office welcomed over 2639 customers and visitors to the RRPD in 2024, an increase of 7.76%. GIS public mapping on the RRPD website had just over 22,000 views.

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.

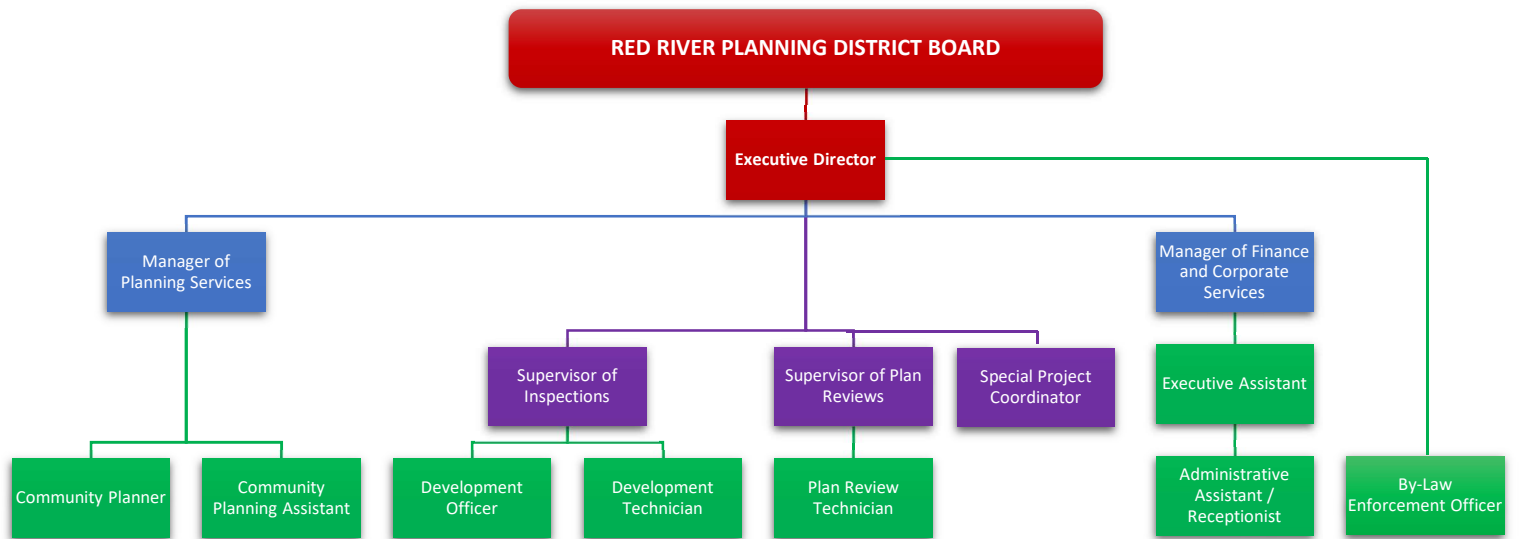
STAFFING

The Board was established in 1977 and staffed by five people. At the end of 2024, the RRPD employed 19 full-time staff members, with three long term leaves. This was a 13.63% decrease from 2023. Additionally, there were five contract arrangements.

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, 2024, the RRPD employed the following staff members:

- Jennifer Ferguson – Executive Director
- Cynthia Grandmont – Manager of Finance and Corporate Services
- Derek Eno- Manager of Planning Services
- Paul Prochorow – Supervisor of Inspections
- Trent Wachniak – Development Officer
- Marcelo Medeiros – Development Officer
- Eric Saler – Development Officer
- Krystal Wenzoski – Special Project Coordinator
- Vera Friesen – Development Technician
- Edward Diones – Plan Review Technician
- Daniel Sapirstein – Plan Review Technician
- Jaskaran Singh – Supervisor of Plan Reviews
- Stephanie Skrumeda- Plan Review Technician
- Christine Gunderson- Plan Review Technician
- Kristen Balchen- Plan Review Technician
- Valentina Esman - Community Planner
- Calvin So – Community Planning Assistant
- Jennifer Aisam – Community Planning Assistant
- Jane Pepper – Executive Assistant
- Luanne Martin – Administrative Assistant
- Rajveer Bhullar – Administrative Assistant
- Trevor Evans – By-law Enforcement Officer



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.

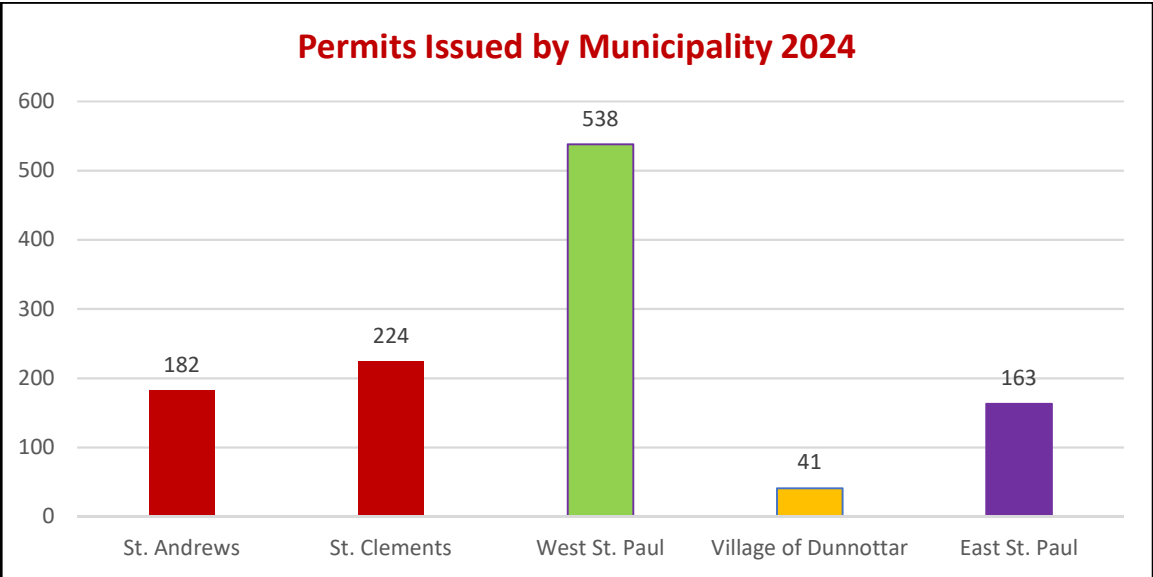
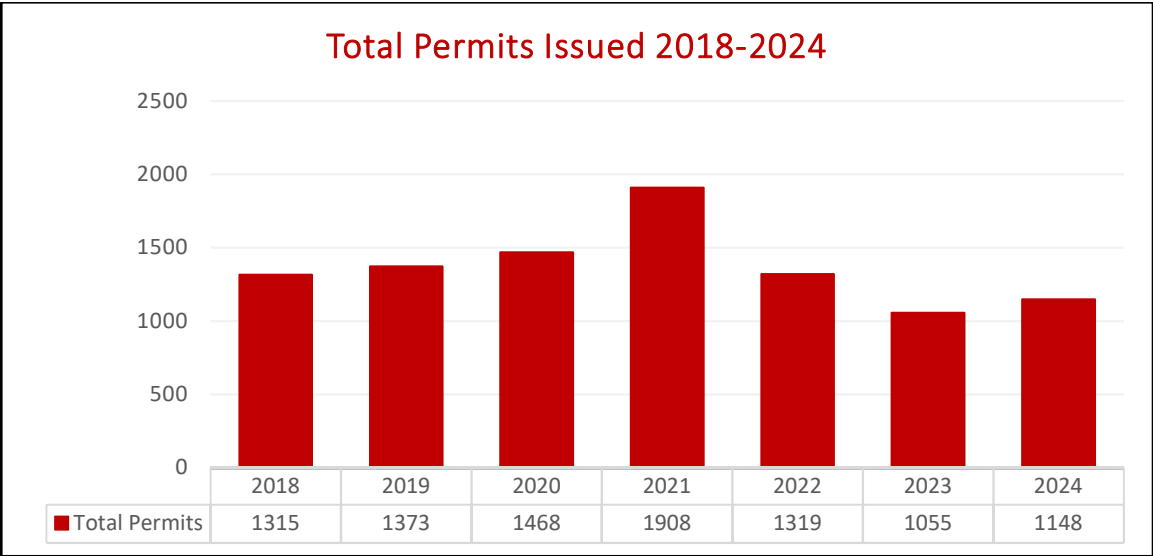
The permit approval and inspection process is intended to ensure that building development meets all necessary codes and regulations, to promote the health, safety and well-being of current and future occupants.

Volume of Building Permits Issued

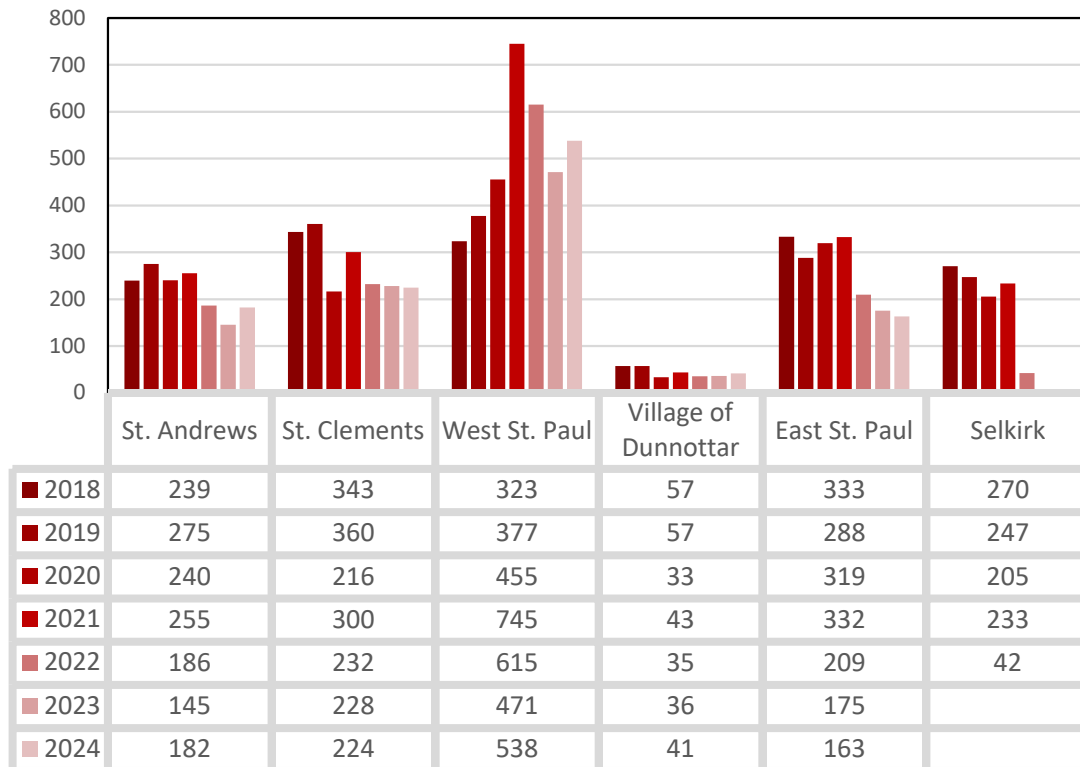
In 2024, reporting capabilities were enhanced with specific configurations to the permitting software. This was a focus to align with Provincial Legislation, leading to more detailed reporting. These notable changes included modifications to the permit processing time clock, categorization in permit classes and standardized reporting features.

There were 1148 building permits issued in 2024, which is an increase of 8.82% compared to 2023.

Type of Permit Issued	2023	2024	Variance	Increase/Decrease
ACCESSORY STRUCTURES	150	129	-21	-14.00%
ADDITIONS	26	38	12	46.15%
BASEMENT DEVELOPMENT	78	126	48	61.54%
COMMERCIAL	40	43	3	7.50%
DECKS	72	69	-3	-4.17%
DEMOLITION	25	59	34	136.00%
DEVELOPMENT PERMITS	19	25	6	31.58%
SHORELINE EROSION	2	2	0	0.00%
MOBILE HOMES	0	2	2	0
MULTI-FAMILY DWELLING	0	0	0	0
OCCUPANCY PERMITS	32	30	-2	-6.25%
PLUMBING - RESIDENTIAL	8	5	-3	-37.50%
PLUMBING - COMMERCIAL	25	17	-8	-32.00%
POOL PERMITS	52	58	6	11.54%
RENOVATIONS	37	56	19	51.35%
SINGLE FAMILY DWELLINGS	301	339	38	12.62%
SIGN PERMITS	16	18	2	12.50%
TEMPORARY PERMITS	2	1	-1	-50.00%
REVISIONS	170	131	-39	-22.94%
TOTAL	1055	1148	93	8.82%

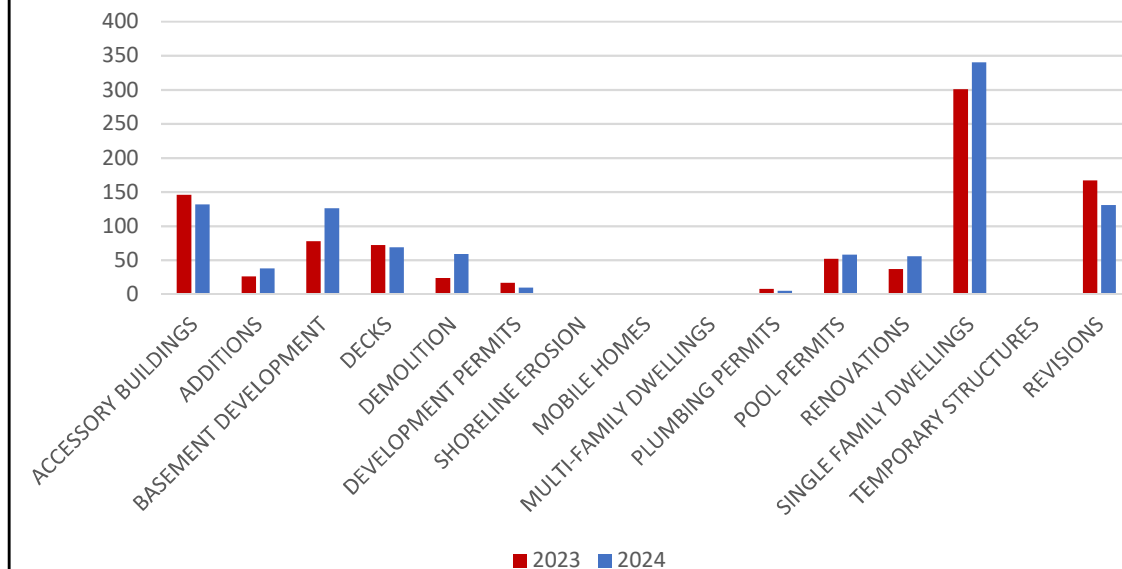


Permits Issued by Municipality 2018-2024

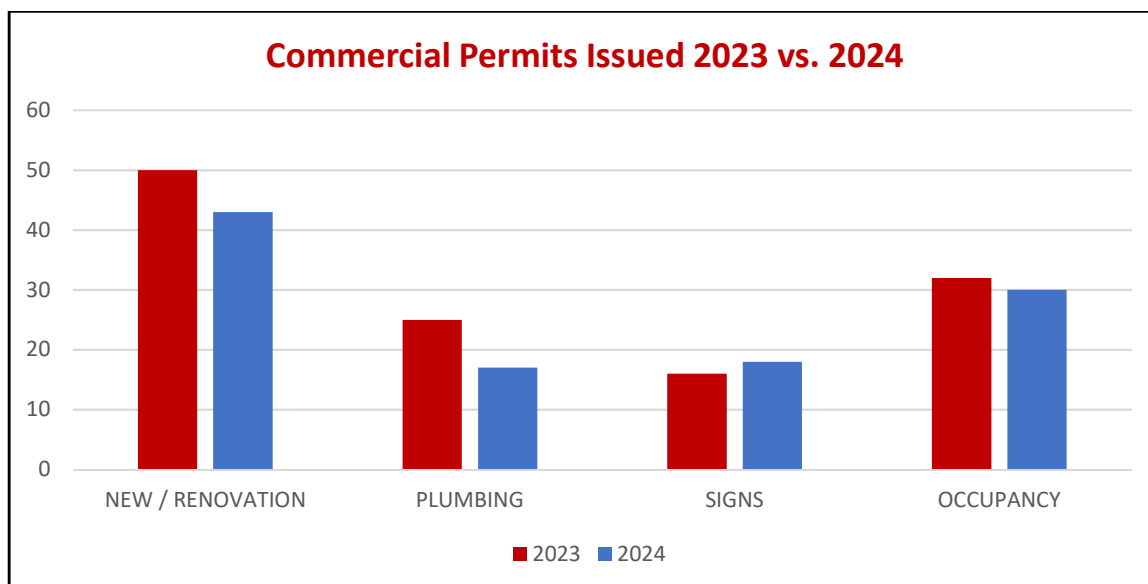


There were 1029 residential permits issued in 2024.

Residential Permits Issued 2023 vs. 2024



In 2024 there were 119 commercial and industrial permits issued, this represents an overall 3.25% decrease from 123 issued commercial permits in 2023. However, this overall decrease is largely due to a 32% drop in commercial plumbing permits. It's important to highlight that new commercial construction permits saw a 7.5% increase.



Some of the significant commercial projects for 2024:

RM of St. Andrews		
Location	Project	Cost of Construction
1133-1147 Breezy Point Road	Agricultural Buildings – Offices and Greenhouses	\$1,400,000.00
417 River Road	Interior Alteration – Historical Building	\$968,418.00

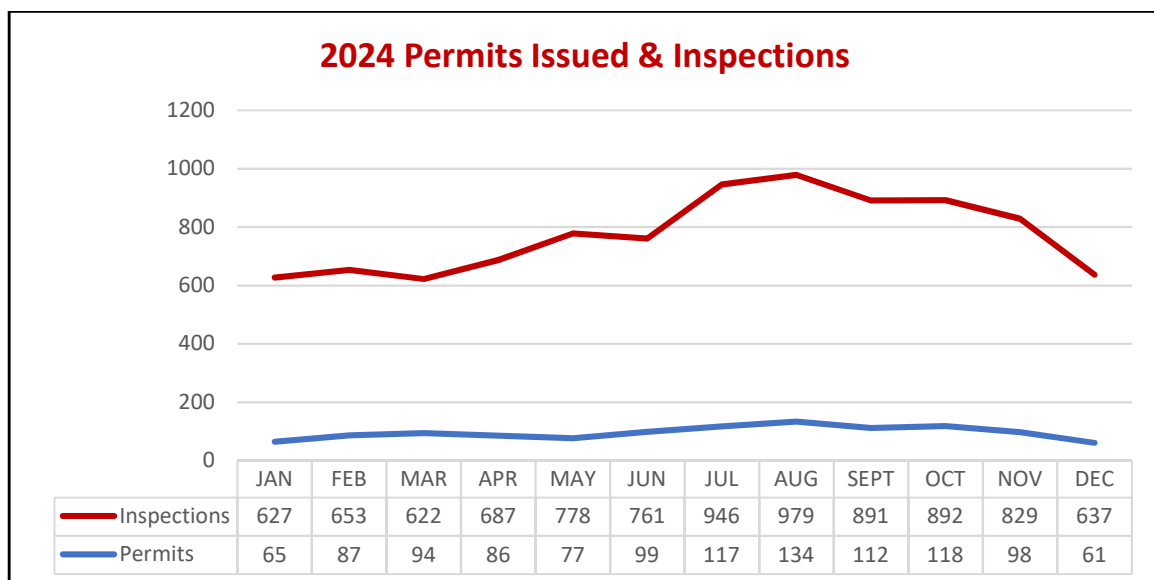
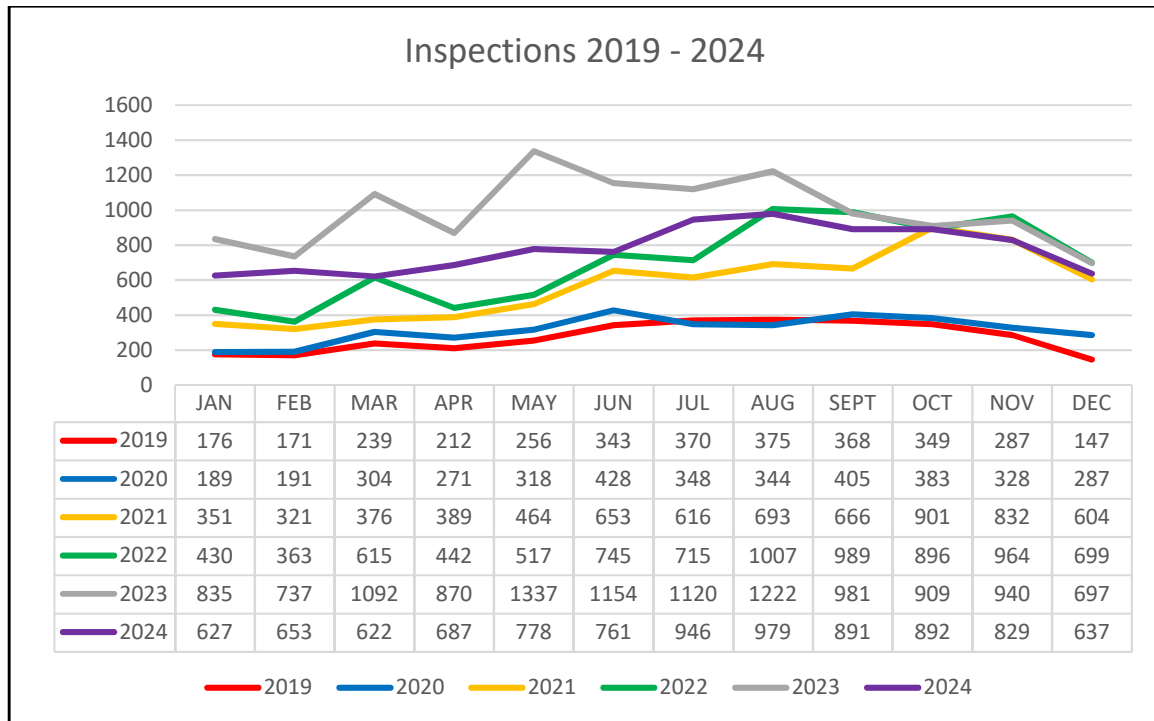
RM of St. Clements		
Location	Project	Cost of Construction
88 Donald Road	St. Clements Activity Centre	\$5,240,000.00
0 Brick Way	Commercial Building – Professional Offices, Warehouse and Industrial Use	\$1,000,000.00
155 CIL Road	Commercial Building – Equipment Storage	\$350,000.00

RM of East St. Paul		
Location	Project	Cost of Construction
2511 McGregor Farm Road	Commercial Building – Child Care Facility	\$3,321,146.00

RM of West St. Paul		
Location	Project	Cost of Construction
1237 Kapelus Drive	Commercial Building - Contractors Establishment with Offices and Warehouse	\$500,000.00
1159 Kapelus Drive	RM of West St. Paul Reservoir Expansion	\$9,500,000.00
1051 Kapelus Drive	Interior Suite Development – Family Entertainment Area	\$300,000.00
389 Emes Road	Commercial Building – Multi-tenant Building with Storage, warehouse and offices	\$550,000.00
105 Holmes Road	Two Storey Addition to Education Facility with attached Single Family Dwelling	\$4,500,000.00
739 Kapelus Drive	Commercial Building – Contractors Establishment	\$700,000.00
9 Third Street	Commercial Building – Contractors Establishment – Fleet Maintenance and Storage	\$950,000.00
65 Third Street	Commercial Building – Contractors Establishment – Warehouse, Offices, Maintenance Shop and Storage	\$3,000,000.00
997 Kapelus Drive	Interior Suite Development – Indoor Plan Centre	\$450,000.00

Inspections

RRPD Development Officers conducted 9,302 inspections in 2024, a decrease of 2,592 inspections or 21.79% compared to 2023.



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 2024 there were 307 applications received and managed by the RRPD. This is a decrease of 2.23%. 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.

2023 Council and Board Meetings Attended by Planning Staff

St. Andrews	St. Clements	WSP	Dunnottar	ESP	RRPD Board	Other (Municipal Board/WMR)	Total
12	14	14	4	11	15	5	75

Meetings attended per Planner in 2024:

Derek Eno attended 46;

Valentina Esman attended 6;

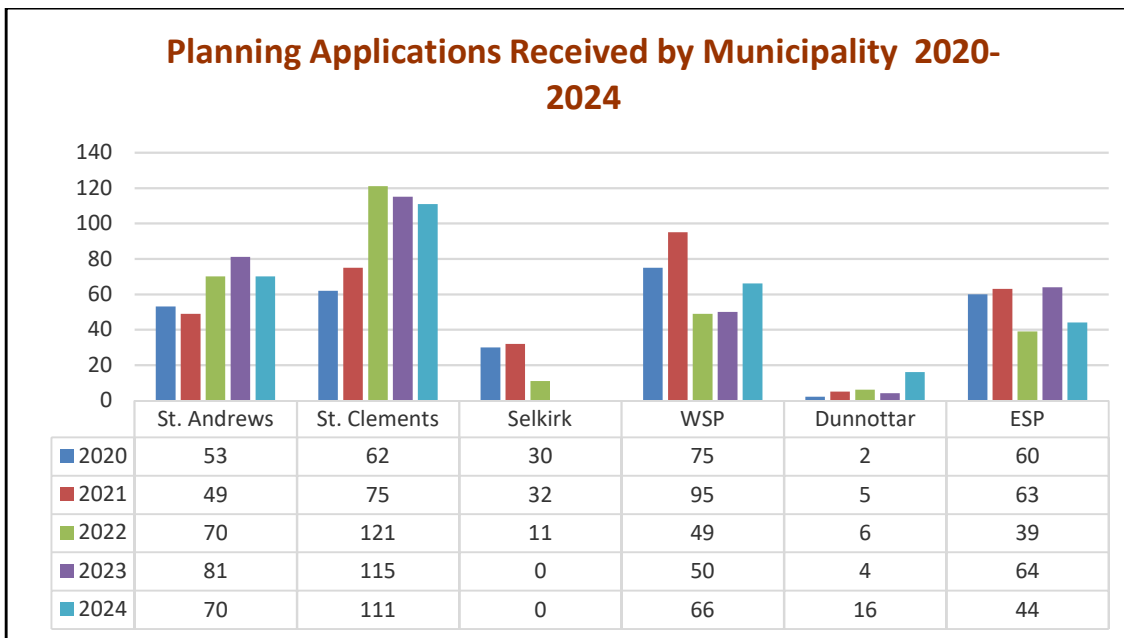
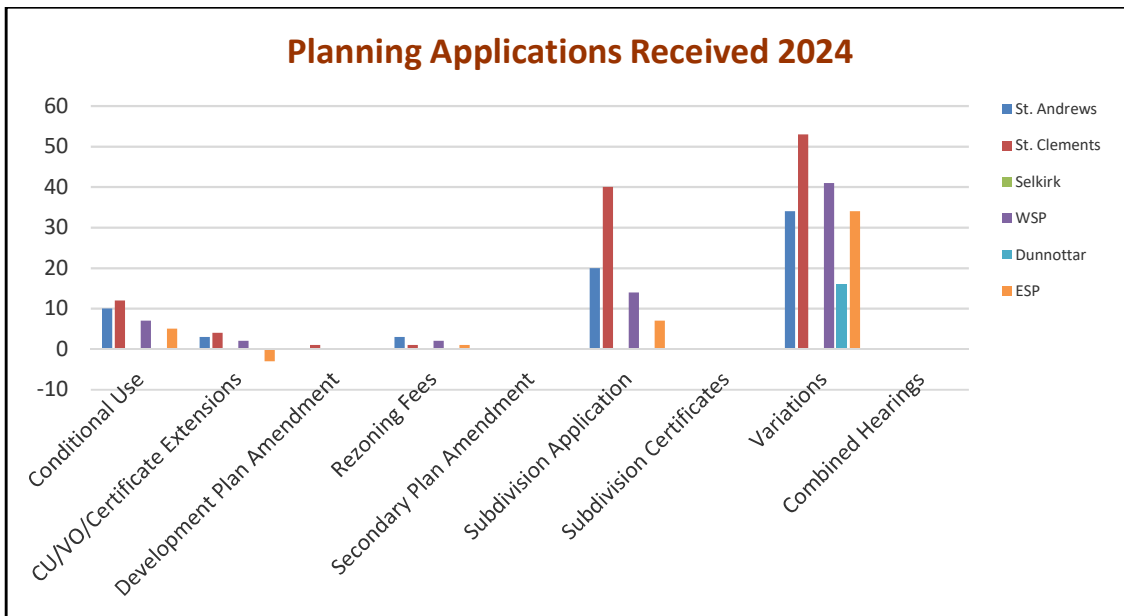
Santan Singh attended 13;

Jennifer Ferguson attended 28.

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

Volume of Planning Activity

Application Type	St. Andrews	St. Clements	Selkirk	WSP	Dunnottar	ESP	Total
Conditional Use	10	12		7		5	34
CU/VO/Certificate Extensions	3	4		2		-3	6
Development Plan Amendment		1					1
Rezoning Fees	3	1		2		1	7
Secondary Plan Amendment							0
Subdivision Application	20	40		14		7	81
Subdivision Certificates							0
Variations	34	53		41	16	34	178
Combined Hearings							0
2024 Total	70	111	0	66	16	44	307



In 2024 the number of new lots created in the district totaled 145, which is a 76% decrease compared to the previous year. All Municipalities experienced a considerable decline in the total number of new lots created from 2023 to 2024.

St. Andrews	St. Clements	WSP	Dunnottar	ESP	Total
39	48	44	0	14	<u>145</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.

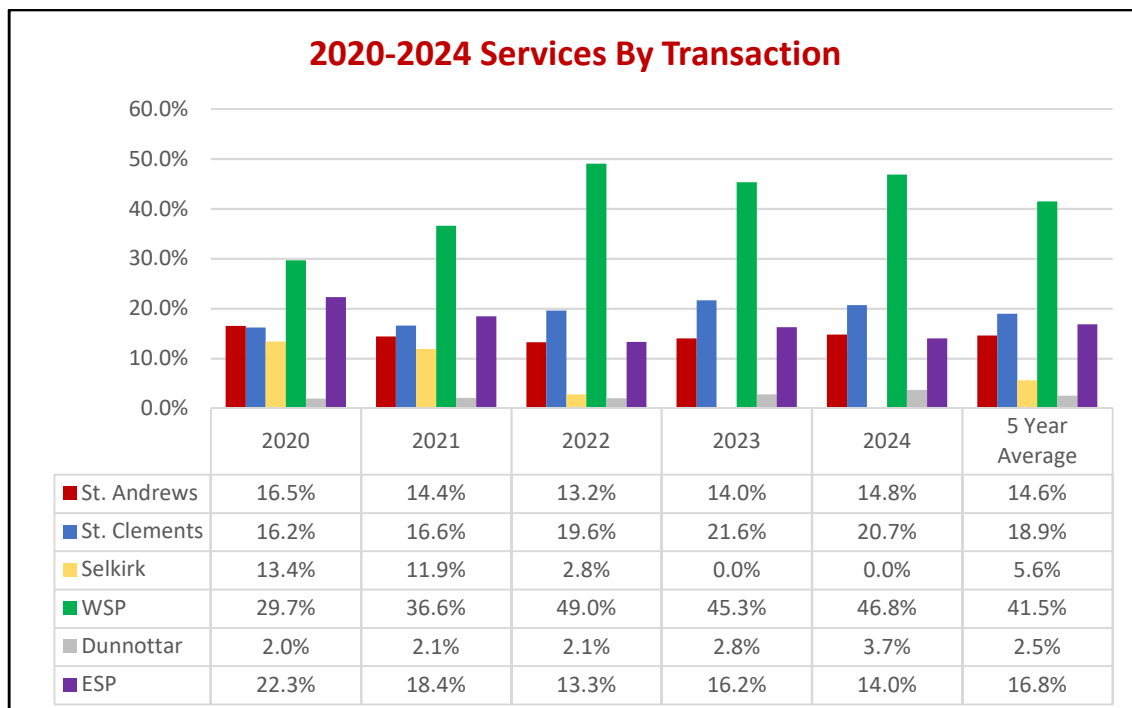
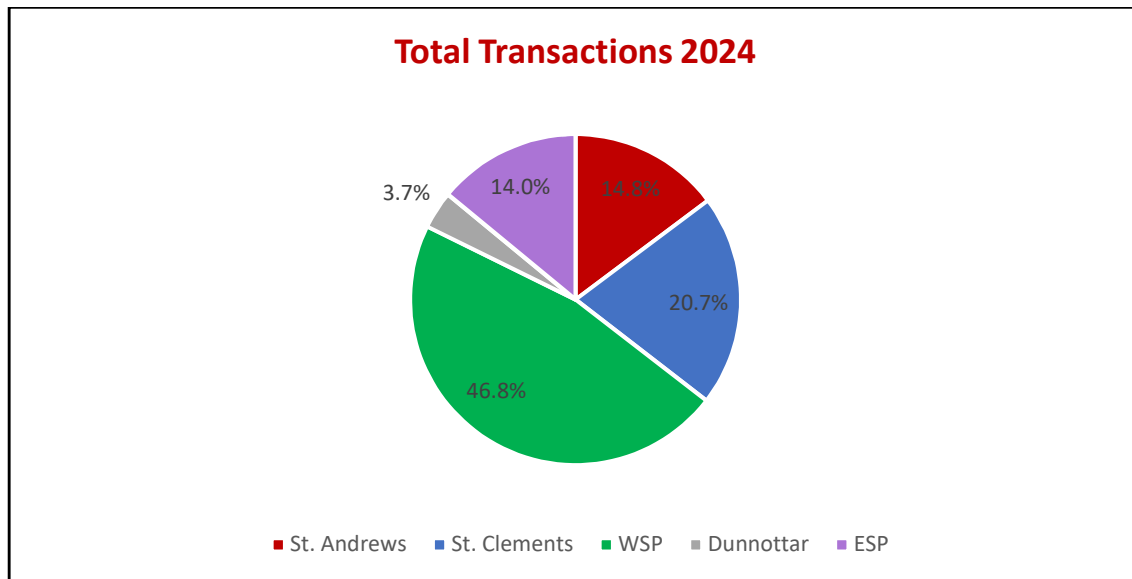
The greatest challenge with RRPD's enforcement work is our limited availability of human resource capacity (one full-time by-law officer) to carry out the work. Each enforcement file takes considerable time to administer properly, including the preparation of various correspondence, site inspections,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

Over 2024, the RRPD adopted an Enforcement Policy and worked with member municipalities to adopt general enforcement by-laws to assist in coordinating enforcement efforts.

Details on violations are provided to the Board monthly. There is a strong indication that 2025 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 from 2021 to 2024.



OPERATIONAL OVERVIEW

This year saw significant changes to the Red River Planning District with the adoption of the 2020 National Building Code, increased industry collaboration, the completion of the Municipal Services Delivery Improvement Program (Value for Money) report, implementation of Phase I of the Provincial Performance Standard Regulations, service improvements, staffing changes and increased demands.

Implementation of the 2020 National Building Code:

- Staff education;
- Updating processes for plan review and inspections.

Collaborating with Building Industry:

Concerns were raised by the building industry regarding permitting and inspections. The RRPD responded with:

- Group meetings;
- One-on-one meetings;
- Responding to constructive feedback;
- Service improvements;
- Ongoing communication.

Municipal Services Delivery Improvement Program (MSDIP):

The RRPD was awarded provincial funding to undertake a comprehensive Value for Money review by BDO LLP resulting in short, intermediate, and long-term recommendations for:

- Risk Management;
- Permitting and Development Cycle;
- Budget Development;
- Strategic Planning Assessment;
- Governance;
- Stakeholder Engagement.

Provincial Performance Standard Regulation:

The Province introduced a phased approach to establish performance standards for approving authorities to complete tasks associated with permit review, issuance, and inspections. Phase I was implemented in March 2024, with performance standards tightened into 2025.

Service Delivery Improvements:

In April 2024, administration implemented twenty-six (26) service delivery improvements related to:

- communications;
- inspections;
- permitting;
- and overall improvement.

Staffing Limitations:

Last year there were significant changes in staff including long-term leaves, resignations and retirement. This represented 30% of our team and resulted in operations challenges with limited redundancy given the loss of staff in the previous year.

In the late summer there was the hiring of additional contract support and the creation of three (3) new positions: Supervisor of Inspections, Supervisor of Plan Review and Special Project Coordinator.

LEGAL

The main legal activity in 2024 related to an Ombudsman investigation and by-law enforcement moving forward with in-house policies and procedures.

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;
- Municipal Services Delivery Improvement Program Outcomes.