



Rural Municipality of St. Laurent

Regular Meeting

January 4, 2017

AMENDED AGENDA

1. Call to Order
2. Adoption of the Agenda
3. Confirmation of Minutes
 - Minutes of December 21, 2016 Regular Meeting
4. Finance & Accounts
 - Accounts Payable to January 4, 2017
 - Interim Operating Budget 2017
 - Computer upgrades – Accounting and Receipting units
 - Twin Lakes Beach Association – Meeting betw. Reeve & President of TLBA
5. Committee Reports
 - Tom Johnson
 - Monte Carrier
 - Frank Bruce
 - Laurent Kerbrat
 - Cheryl Smith
 - Media Report
 - CAO
 - MEC
 - EDO
 - Public Works
 - Fire Department
6. Zoning & Subdivisions
 - None
7. Delegations
 - None

8. Transportation & Public Works

- None

9. New & Unfinished Business

- None

10. Correspondence/Minutes from others

Correspondence/Information:

- Water Use Licensing Prov/MB – December 21, 2016 – Groundwater Project NW28-17-3W
- Stonewall Tribune – Article – December 29, 2016 – RM of St. Laurent Reeve Cheryl Smith reflects on 2016
- Association of Lake Manitoba Stakeholders – Email – December 29, 2016

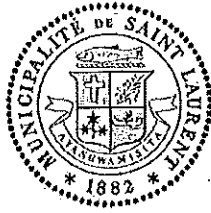
Minutes:

- Prairie Rose School Division – Board Meeting – December 5, 2016
- Prairie Rose School Division – Board of Trustees Meeting Highlights – December 19, 2016

11. Committee of the Whole in Camera

- None

12. Adjourn



Rural Municipality of St. Laurent
Regular Meeting
January 4, 2017

MINUTES

A Regular Meeting of Council was held on January 4, 2017 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

Present: Reeve Cheryl Smith, Councillors Frank Bruce, Laurent Kerbrat and Tom Johnson, and CAO Hilda Zotter.

Absent: Councillor Monte Carrier

Reeve Smith called the meeting to order at 6:00 p.m.

Call to Order

Res #1/2017 Johnson - Kerbrat

BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as amended.

....Carried

Adoption of Minutes

Res #2/2017 Johnson - Bruce

BE IT RESOLVED THAT the Minutes of the Regular Meeting of December 21, 2016 be hereby adopted as circulated.

....Carried

Finance & Accounts Payable

Res #3/2017 Johnson - Kerbrat

BE IT RESOLVED THAT Accounts Payable to January 4, 2017 written under cheque numbers 25210 to 25243 and totaling \$41,344.72 be hereby approved for payment.

....Carried

Res #4/2017

Bruce – Kerbrat

BE IT RESOLVED THAT an Interim Operating Budget for 2017 be set up as per Section 163 *The Municipal Act*.

General Government Services	\$200,000.00
Protective Services	\$ 98,000.00
Transportation Services	\$200,000.00
Environmental Health	\$ 70,000.00
Public Health Services	\$ 10,000.00
Environmental Development Services	\$ 15,000.00
Economic Development Services	\$ 50,000.00
Recreation & cultural Services	\$ 27,000.00
Fiscal Service	<u>\$ 30,000.00</u>
TOTAL:	\$700,000.00

....Carried

Res #5/2017

Johnson - Bruce

WHEREAS the desktop computers used by the finance clerk and the reception counter are both becoming unable to keep up with new software demands and have increasing issues related to their age.

AND WHEREAS the RM's software and tech support provider, Munisoft, has provided a quote for a unit for the finance clerk in the amount of \$1,600, not including shipping and taxes, and a quote for the receipting computer in the amount of \$1,072, not including shipping and taxes.

AND WHEREAS the quote includes network configuration and installation of Munisoft's software on both computers and installation of Microsoft Office 2016 for the finance clerk computer.

THEREFORE BE IT RESOLVED THAT Council approve the purchase of the two units in the amount indicated above from Munisoft.

....Carried

Res #6/2017

Kerbrat - Bruce

WHEREAS the President of the Twin Lakes Beach Association, Rudy Kitsch, has requested a meeting with Reeve Smith.

AND WHEREAS the meeting is scheduled for Thursday, January 5, 2017, in the evening at MTT.

THEREFORE BE IT RESOLVED THAT Council approve the Reeve's meeting with

TLBA.

....Carried

Committee Reports

Councillor Tom Johnson's Report

- Attended Vet Board meeting – renovations need to be done to the Clinic however there is difficulty finding someone to do these renovations.
- Handivan meeting – review of services and benefits to ratepayers of the R.M. – is it worthwhile keeping this service?
 - Comments from Council include: when you discontinue a service it is that much harder to resurrect or reinstate it; when people look at services in the community before moving here, this could be a thing they look at; the service is a crucial factor in making our community “accessibility friendly”; is a good service when people can afford to use, are able to use, or need to use. The consensus is that yes, it is worthwhile keeping the service but we have to look at ways of promoting it and making it more accessible and affordable.

Councillor Monte Carrier's Report

- Absent at this time.

Councillor Frank Bruce's Report

- Compliments to public works staff for snow clearing.
- Beaver issues becoming more and more apparent in areas such as crown lands and wildlife management areas. We are to check with Conservation and Ducks Unlimited as to how to address the issue of control and cost.

Laurent Kerbrat's Report

- No report at this time.

Reeve Cheryl Smith's Report

- Work with staff to produce the Year in Review and Newsletters.

Media Report (Reeve Smith)

- Talked to Stonewall Tribune about article on 2016.
- Also connected with them about the Year in Review publication we sent out.

CAO (Hilda Zotter) report:

- Several important meetings coming up:
 - Budget meetings for Fire Department and Public Works
 - Emergency Preparedness – these meetings have to start in full swing to prepare for potential flooding.
 - By-law committee will start meeting shortly once we get direction from our legal counsel as to how to incorporate the new Municipal By-law Enforcement Act into some of our amended/new by-laws.

MEC (Leslie Bruce) report:

- Majority of time spent on preparation of Municipal Emergency Plan.
- Several exercises/meetings planned for the Emergency Plan.

EDO (Tiffany Desjarlais) report:

- No report at this time.

Public Works Foreman's (Dean Appleyard) report:

- Working on budget for 2017.
- Picked up sander and installing on tandem.
- Doing a lot of snow clearing and pushing back of snow over holidays and ongoing to stay ahead.

Fire Department Report:

- Continued work on MPI reports.
- Firemen's Ball is postponed until later this year.
- Looking at budget for 2017. We may have to allow for storage costs of water tanker in a heated shed pending building of more bays.

Zoning & Subdivisions

None

Delegations

None

Transportation & Public Works

None

New & Unfinished Business

None

Correspondence/Minutes from Others

Correspondence/Information:

- Water Use Licensing Prov/MB – December 21, 2016 – Groundwater Project NW28-17-3W
- Stonewall Tribune – Article – December 29, 2016 – RM of St. Laurent Reeve Cheryl Smith reflects on 2016
- Association of Lake Manitoba Stakeholders – Email – December 29, 2016

Minutes:

- Prairie Rose School Division – Board Meeting – December 5, 2016
- Prairie Rose School Division – Board of Trustees Meeting Highlights – December 19, 2016

Committee of the Whole in Camera

None

Adjourn


Res #7/2017

Johnson - Bruce

BE IT RESOLVED THAT this meeting now adjourn at 6:35 p.m.

....Carried

"Cheryl Smith"
Reeve (Cheryl Smith)


CAO (Hilda Zotter)



Rural Municipality of St. Laurent

Special Meeting

Thursday, January 12, 2017 – 6:00 p.m.

AGENDA

1. Call to Order
2. Adoption of Agenda
3. In Camera
 - Municipal Emergency Coordinator position
4. Adjournment



Rural Municipality of St. Laurent
Special Meeting
Thursday, January 12, 2017

MINUTES

A Special Meeting of Council was held on Thursday, January 12, 2017, in the Council Chambers, located at 16 St. Laurent Veteran's Memorial Road, St. Laurent, Manitoba. The main purpose of the meeting was to discuss a personnel matter and to discuss hiring of a new Municipal Emergency Coordinator.

Present: Reeve Smith, Deputy Reeve Frank Bruce, Councillors Monte Carrier, Tom Johnson and Laurent Kerbrat, and CAO Hilda Zotter.

Call to Order

With Reeve Smith in the Chair the meeting was called to order at 6:00 p.m.

Adoption of Agenda

Res #8/2017

Johnson - Bruce

BE IT RESOLVED THAT the Agenda for today's date hereby be adopted as presented.

....Carried

Committee of the Whole in Camera

Res #9/2017

Johnson - Kerbrat

BE IT RESOLVED THAT Council resolve itself into a Committee of the Whole in Camera

....Carried

Res #10/2017

Johnson - Kerbrat

BE IT RESOLVED THAT this Committee rise and that Council reconvene once again.

....Carried

Res #11/2017

Bruce - Carrier

WHEREAS Leslie Bruce was hired by the RM by Resolution No. 107/2016 on April 6, 2016, for the position of Municipal Emergency Coordinator.

AND WHEREAS it has been determined by the CAO and the Chair of Personnel that sufficient skills have not been demonstrated by Ms. Bruce to continue this position.

AND WHEREAS the CAO and the Chair of Personnel recommend that Ms. Bruce be terminated as Municipal Emergency Coordinator effective immediately.

AND FURTHER WHEREAS the vacancy of this position will need to be advertised and filled as soon as possible.

THEREFORE BE IT RESOLVED THAT Council hereby approves the recommendation of the CAO and the Chair of Personnel to immediately terminate Ms. Bruce's employment with the RM as Municipal Emergency Coordinator.

AND BE IT RESOLVED that Council approves the CAO to advertise the vacant position.
AND FURTHER BE IT RESOLVED that a hiring committee comprising of the CAO, Reeve Smith and Councillor Monte Carrier be hereby approved by Council.

...Carried

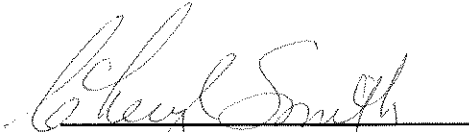
Adjournment

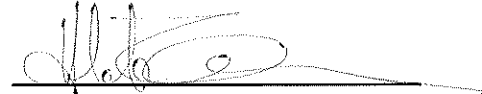
Res #12/2017

Johnson - Kerbrat

BE IT RESOLVED THAT this meeting now adjourn at 6:37 p.m.

...Carried


Reeve (Cheryl Smith)


CAO (Hilda Zotter)



Rural Municipality of St. Laurent

Regular Meeting

January 18, 2017

AGENDA

1. Call to Order
2. Adoption of the Agenda
3. Confirmation of Minutes
 - Minutes of Regular Meeting of January 4, 2017
 - Minutes of Special Meeting of January 12, 2017
4. Finance & Accounts
 - Council Indemnities and Expenses
 - Accounts Payable to January 18, 2017
 - Financial Statements ending December 30, 2017
 - Leadership Workshop – January 27, 2017, Portage La Prairie, MB
 - ALC – financial assistance
 - Weed Control
 - Fire Department – Electrical for Heat Tape Switch
5. Committee Reports
 - Tom Johnson
 - Monte Carrier
 - Frank Bruce
 - Laurent Kerbrat
 - Cheryl Smith
 - Media Report
 - CAO
 - MEC
 - EDO
 - Public Works
 - Fire Department

6. Zoning & Subdivisions

- None

7. Delegations

- None

8. Transportation & Public Works

- None

9. New & Unfinished Business

- None

10. Correspondence/Minutes from others

Correspondence:

- None

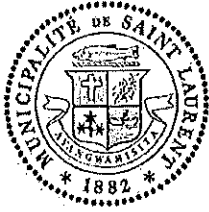
Minutes:

- West Interlake Watershed Conservation District – Executive Board Meeting – October 20, 2016
- Prairie Rose School Division - Board Meeting Minutes – December 19, 2016
- Prairie Rose School Division – Board of Trustees Meeting Highlights – January 9, 2017

11. Committee of the Whole in Camera

- None

12. Adjourn



Rural Municipality of St. Laurent
Regular Meeting
January 18, 2017

MINUTES

A Regular Meeting of Council was held on Wednesday, January 18, 2017 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

Present: Deputy Reeve Frank Bruce, Councillors Laurent Kerbrat, Monte Carrier and Tom Johnson, and CAO Hilda Zotter.

Absent: Reeve Cheryl Smith

Deputy Reeve Frank Bruce called the meeting to order at 6:00 p.m.

Call to Order

Res #13/2017 Johnson - Kerbrat
BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as amended.

....Carried

Adoption of Minutes

Res #14/2017 Johnson - Carrier
BE IT RESOLVED THAT the Minutes of the Regular Meeting of January 4, 2017 and the Minutes of the Special Meeting of January 12, 2017 be hereby adopted as circulated.

....Carried

Finance & Accounts Payable

Res #15/2017

Kerbrat - Carrier

BE IT RESOLVED THAT Council Indemnities for January 2017 and Expenses for December 2016 be approved as follows:

	Cheryl Smith	Tom Johnson	Frank Bruce	Laurent Kerbrat	Monte Carrier
Monthly Indemnity	480.00	375.00	375.00	375.00	375.00
Meetings/ Meals	300.00	100.00	50.00	50.00	200.00
Hourly	-	-	120.00	30.00	30.00
Conferences	-	-	-	-	-
Mileage	174.60	50.85	144.45	70.20	9.00
Deductions	-15.26	-6.60	-11.30	-	-10.07
Reimburse/ adjust	88.48	-	-	-	-
Totals	\$1,027.82	\$519.25	\$678.15	\$525.20	\$603.93

....Carried

Res #16/2017

Johnson - Carrier

BE IT RESOLVED THAT accounts payable to January 18, 2017 written under cheque numbers 25244 to 25271 and totaling \$171,605.49 be hereby approved for payment.

....Carried

Res #17/2017

Johnson - Kerbrat

WHEREAS the Association of Manitoba Municipalities will be hosting a workshop called Leadership – the Essential Foundations, on Friday, January 27, 2017 at the Canad Inns, Portage La Prairie, Manitoba.

AND WHEREAS the amount of the registration for the event is \$135.00 plus GST.

AND FURTHER WHEREAS the workshop would be beneficial for the CAO.

THEREFORE BE IT RESOLVED THAT Council authorize Hilda Zotter to attend the said workshop.

....Carried

Res #18/2017 Carrier - Kerbrat

WHEREAS the St. Laurent Assisted Living Centre (ALC) has requested funding to assist with its operations.

AND WHEREAS the ALC has provided financial information and RM staff has reviewed the request.

THEREFORE BE IT RESOLVED THAT Council authorize the payment of \$4,000.00 to the St. Laurent Assisted Living Centre.

....Carried

Res #19/2017 Johnson – Kerbrat

WHEREAS Interlake Weed Control District implemented the Municipality's weed control program in 2016.

AND WHEREAS Council deems it necessary to continue with the control of noxious weeds such as Leafy Spurge, Purple Loosestrife and Red Bartsia within the RM of St. Laurent.

THEREFORE BE IT RESOLVED THAT Council approve Interlake Weed Control continue to execute the Municipality's weed control program for 2017.

....Carried

Res #20/2017 Johnson - Carrier

WHEREAS the Fire Chief, Real Fontaine, has presented the need for the installation of a lockable switch that controls the heat tape for the fire department's water outlet at the Arena.

AND WHEREAS a quote has been obtained from Garry's Electric for the installation of such a switch with associated material and labour in the amount of \$324.99 which includes GST and PST.

THEREFORE BE IT RESOLVED THAT Council approve the quote given by Garry's Electric for the said amount for the installation of the switch.

....Carried

Committee Reports

Councillor Tom Johnson's Report

- Attendance at Public Works Committee Meeting – reviewed budget of 2016; discussed gravel and dust control needs; repairs to several roads; use of tire derived aggregate. Dean to look into pricing of a skidsteer to be used primarily at the Waste Transfer Site and also check into a few quotes for lifting of the old building so that the water truck, tandem etc. can be stored. The motor grader will need replacing at some point so to put funds in reserve. Also discussed drainage needs. The small building at the Waste Transfer Site should be completed as well for use by the employees.

Councillor Monte Carrier's Report

- Attended West Interlake Planning District meeting in Eriksdale – request for first half funds has been sent out to the RMs. There will be a small increase to the RM budget to support rising costs.

Councillor Frank Bruce's Report

- Attended Public Works Budget Meeting – see Tom's report above.

Councillor Laurent Kerbrat's Report

- Also attended Public Works Budget Meeting.
- Attended Canada 150 Celebrations Planning Committee Meeting
- Attended Seniors Resource Meeting. Since Birthday Club was moved to Laurentia Lodge, have a lot more participation and attendance. Maybe plan a fundraising event such as an old-time dance.

Reeve Cheryl Smith's Report

- Absent – no report at this time.

Media Report (Reeve Smith)

- None at this time.

CAO report

- Working on lease for IERHA.
- Had budget meeting on the 16th with the public works committee – very good meeting; puts requirements in perspective for work on budget. Once

we meet with Fire Department we should be able to start work on a draft budget.

- Met with Fire Chief to discuss ways of dealing with MPI claims – sent an email to MPI requesting a claims submissions workshop so that common submissions mistakes can be avoided to save time and dollars. We did this with DFA and that helped a lot and minimized extra work and frustrations with rejected claims.
- Reviewed KGS Monitoring well draft report – very good report – all within acceptable parameters.
- Sent out MEC position ad – has been up since last Friday at public places, but has gone out in our newsletter today and will be in the newspaper tomorrow.

MEC report:

- None at this time.

EDO report:

- Spoke about community sign – including Michif language. We got \$6,100 towards the signage project and this will include the sign for St. Laurent and the sign for Oak Point.
- Green Team application sent in; we are hoping to get more members this year as the application included a broader scope.
- Met with CDEM to talk about Western Diversification program for possible funding for architectural drawing. All aspects will fit well with requirements of the program. Our contribution needs to be committed to.
- Canada 150 celebrations – lead roles assigned for organizing of the baseball teams, schedules, dinner and entertainment.
- Hazardous Waste program - application filled out with Dean's help.

Public Works report (Dean Appleyard):

- Attended Public Works Budget Meeting
- Collecting estimates for addition to shop or raising of an existing building.
- Looking at pricing for skidsteer.

Fire Department Report:

- None at this time.

Zoning & Subdivisions

None

Delegations

None

Transportation & Public Works

None

New & Unfinished Business

None

Correspondence/Minutes from Others

Correspondence:

- None

Minutes:

- West Interlake Watershed Conservation District – Executive Board Meeting – October 20, 2016
- Prairie Rose School Division - Board Meeting Minutes – December 19, 2016
- Prairie Rose School Division – Board of Trustees Meeting Highlights – January 9, 2017

Committee of the Whole in Camera

None


Adjourn

Res #21/2017

Johnson - Kerbrat

BE IT RESOLVED THAT this meeting now adjourn at 6:53 p.m.

....Carried



~~Deputy Reeve (Frank Bruce)~~
Cheryl Smith



CAO (Hilda Zotter)