

Rural Municipality of St. Laurent  
Regular Meeting  
February 7, 2024

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**Minutes**

A Regular Meeting of Council was held on Wednesday February 7, 2024 in the Council Chambers, located at 16 St. Laurent Veterans' Memorial Road, St. Laurent, Manitoba.

Present: Reeve Richard Chartrand, Councillors Tom Johnson, Maurice Leclair, Yves Combot, and CAO, Billie Jean Oliver

Regrets Perry Gaudry

**Call to Order**

Reeve Rick Chartrand called the meeting to order at 10:00 a.m.

**Adoption of Agenda**

Res #36/2024 Johnson - Combot

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

...Carried

**Confirmation of Minutes**

Res #37/2024 Leclair - Combot

**BE IT RESOLVED THAT** the Minutes of:

Council Meeting – January 17, 2024

Be hereby APPROVED BY Council as circulated.

...Carried

**Committee Reports:**

**CAO (Billie Jean Oliver)**

- Looked into email migration management and software support; and spoke with both MicroAge and Encore Business Solutions. I did reach out to another firm called Rockwood IT but have not heard anything back from them. Once I do, we can review the quotes and move forward.

- January 26<sup>th</sup> attended a meeting with FD, Yves and Richard
- January 29<sup>th</sup> attended a meeting with council and Lana Cowling-Mason from Community Futures regarding CDC
- January 30<sup>th</sup> met with Cheryl Bruce to discuss ALC scheduling
- January 30<sup>th</sup> attended a WIWD district meeting in Lundar with Perry, Yves and Richard
- Took, Friday, February 2<sup>nd</sup> off as a vacation day;
- Worked on drafting all the T4's; just waiting for pension adjustment information from MEBP;
- Worked on getting those that need to be enrolled in the pension plan enrolled; Ensured that those that no longer require to be on Blue Cross have been removed;
- Met with the Gilles and Maurice regarding the status of the skid steer and the utility trailer. I emailed MPI to discuss the amount they want to settle on as it is about ½ of what it will cost to replace the trailer.
- Training both Bernice and Lorna on Payroll the process;
- Started working on the 2024 Financial Plan.

### **Councillor Maurice Leclair**

- I am back from Vacation and have been communicating with Gil Carriere, the Public Works Foreman.
- Met with public works employees to discuss some small projects.
- Discussing the MPI reports regarding skid steer and trailer
- Met with Corey from Valley Fiber.

### **Councillor Yves Combet**

- The fire department is doing quite well, always discussing training and different programs.
- Pancake breakfast was a great success. Thank you to everyone who participated.
- Great decision with some restructuring; lots of excitement and a lot of interest in recruiting.
- Attended the AMBM meeting in Winnipeg; conversation was around funding for the RM's. Well attended meeting.
- Attended CDEM meeting; a virtual meeting.
- Attended the Fire Department on January 26<sup>th</sup>. We have a new recruit.
- Attended the meeting with Lana Cowling regarding CDC

### **Zoning and Subdivisions**

Res #38/2024

Johnson – Leclair

**BE IT RESOLVED THAT** Council adjourn into the scheduled hearing.

...Carried

**The chair (Reeve) read out the greetings and procedure**

Res #39/2024

Johnson - Combot

**BE IT RESOLVED THAT** the public hearing close and that Council reconvene into regular meeting agenda.

...Carried

**Committee Reports Cont.**

Public Works/WTS (Foreman Report)

- Not Currently

Fire Department (Melissa's Report)

- See Attached

By-law Enforcement – Sophie Skierszkan

- See Attached

EDO – Report by Denise Allard

- See Attached

MEC- Report by Roger Gillis

- Not Currently

**Councillor Tom Johnson**

- Attended the Community Futures meeting.
- Attended the Vet Board meeting; successfully spent the \$75,000.00 Grant towards some new equipment and new fencing.
- Tom reported that Ryko is making a mess on the crossings in Oak Point.

**Councillor Perry Gaudry**

- Away at this time

**Reeve Richard Chartrand**

- Jan 22- Attended a meeting with Billie Jean Oliver and the EDO, Denise Allard.
- The end of January reviewed Fire Department guidelines, discussed the Fire department budget with the CAO.
- Jan 25-Attended NavCare meeting.
- Jan 26-Meeting with Fire Department and the EDO
- Jan 29-Attended the CFM meeting.
- Jan 30- Attended the meeting with the RM's to discuss the WIWD and the admission of Portage La Prairie into the group.
- Feb 4 – Attended a meeting with the Michif language committee; that involved two (2) principals, the chair person from MMF, Vincent Lavallee, Louise Mckay who is the chair of the Michif language to discuss potential grants. I was very pleased to find out that the

English school is teaching Michif from kindergarten to Grade 8 and are involved with drum making, jigging lessons, involved with the Metis Culture.

- Feb 12- Will be attending the meeting with Highway Six Advocacy Group and a few other Reeves and possible Chiefs from surrounding First Nations that impact Highway Six to meet with the Minister of Health at the Legislative Building.
- Feb 13- Yves and myself will be attending the 2<sup>nd</sup> Annual Youth Leadership Retreat at the Eriksdale Community Centre. This year the English School will be attending as well.
- Feb 14- Will be attended the Municipal Climate Adaption Workshop in Gimli.
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**Finance and Accounts**

Res #40/2024 Johnson - Leclair

**WHEREAS** payroll processing for all departments is now done electronically through Payworks, which no longer requires physical cheques to be prepared.

Payroll Period #1 - Admin	January 1 – January 6,2024	\$14,218.94
Payroll Period #2 - Admin	January 7 – January 20, 2024	\$27,553.28
Payroll Quarterly - FD		
Account payable -	Cheque #34093 to 34156	\$192,094.51

**BE IT RESOLVED THAT** the Accounts Payable as listed above is hereby approved for payment.

...Carried

Res #41/2024 Leclair – Combot

**WHEREAS** charitable donations have been received by the R.M. of St. Laurent to be paid out as follows:

- a. From Les West in the amount of \$50.00 payable to the St. Laurent Fire Department towards a new fire truck.

**THEREFORE BE IT RESOLVED THAT** Council approves the above payment be made.

...Carried

**Public Hearing**

**CUSTL-26-23- Cherie read the proposal and proof of notice. No written submissions**

Res #42/2024 Johnson- Combot

**WHEREAS** a Conditional Use application, CUSTL-26-23, was received from owner/applicant(s) Donna Baisarowicz, Frederick Edwards, Alice Harrison, Carole Pollon, Michael Stoker, Dennis Stoker, Shauna Thomson, Timothy Stoker, Glenn Lambert.

**AND WHEREAS** the said conditional use application is to allow “Travel Trailers/Recreational Vehicles on a site without a main dwelling building as a temporary use”, specifically Roll 51500, 300 Venice Road, Lot 20, Plan 4334 in the R.M. of St. Laurent, in Manitoba.

**AND WHEREAS** Council has reviewed the application in accordance with the Zoning By-Law and the RM’s Conditional Use of Travel Trailers Policy and has heard the proposal and any submissions.

**THEREFORE BE IT RESOLVED THAT** Council approve said conditional use on the condition that:

1. Payment be made to the R.M. of St. Laurent in the amount of \$400.00 for each travel trailer/recreational vehicle unit on the property, within 30 days of the date of this resolution, with such payment to cover the period of February 7, 2024 up to and including February 7, 2025. In addition to the submission of the fee for each unit, the Owner/applicant is to provide the RM with proof of lot survey staking within 30 days of the date of this resolution.
2. The number of units reviewed under this application is one; the maximum number of units allowed on this site under this application is one.
3. Council may impose other conditions at their discretion as needed in subsequent applications.
4. None of the travel trailer/recreational vehicle unit(s) on the site are to be used as a primary residence and shall only be occupied on a seasonal basis from and including May 1<sup>st</sup> to October 30<sup>th</sup>.
5. All unit(s) must comply with other requirements in the Zoning By-law and all by-laws enacted by the R.M. of St. Laurent, including but not limited to, the derelict and unsightly properties by-laws, and the Licensing By-law.
6. All units must comply with Provincial Regulations for proper sewage disposal.
7. The Owner/Applicant (s) must request a civic sign for their property, should the property not currently have a civic sign.
8. Non-compliance with any or all conditions stipulated may result in enforcement procedures.

**AND FURTHER BE IT RESOLVED THAT** once payment of the fee set out in Condition No. 1 and No. 2 (number of units allowed) is received, arrangements will be made by RM staff to implement garbage collection at said location as scheduled by the R.M. between May 1 and October 30<sup>th</sup>, with the maximum of two bags of household garbage and two bags of recycling each week.

...Carried

**Survey has been Completed. Progress is slowly being made towards this development- Until then this is Tabled.**

- Application for Conditional Use-CUSTL -21-23- Filipe & Darlen Cruz-Travel trailers/recreational vehicles on a vacant site as a temporary use.
- Application for Conditional Use-CUSTL-19-23-Richard & Jeanette Cueto-Travel trailers/recreational vehicles on a vacant site.
- Application for Conditional Use-CUSTL-25-23-Solidad Villarin, Gilda Cruz & Serigo Sarceno-Travel trailers/recreational vehicles on a vacant site.

**Regular Matters:**

- None

**Notices:**

- None

**TRANSPORTATION & PUBLIC WORKS**

**TO BE TABLED UNTIL NEXT COUNCIL MEETING:**

Public Works Tractor Lease

Res #43/2024                      Johnson - Leclair

**WHEREAS** Ryan Gaudry, a Public Works employee will be attending the mandatory New Entrant Training Course which provides increased awareness and understanding of fleet safety management and regulatory compliance responsibilities as per regulations outlined by Manitoba Transportation and Infrastructure for fleet management.

**AND WHEREAS** this training course is \$1100.00 plus tax with attendance dates being February 26<sup>th</sup> to March 1<sup>st</sup>.

**BE IT RESOLVED THAT** Council approve the attendance of Ryan Gaudry to attend the New Entrant Training Course.

...Carried

**DELEGATION:**

**11:30 a.m. Jeannie Gur, with Age Friendly of St. Laurent;** to describe and discuss the "Pathways Project" for the community of St. Laurent. Also to discuss a community collaboration or a consultation meeting in the spring with Council.

**12:30 p.m. Clint Curle with South Interlake Regional Library;** exploring the possibility of St. Laurent joining the regional library system and establishing a branch Library here in St. Laurent. We would like to inform Council about the benefits and costs of bringing library services to St. Laurent and learns about the process of establishing a new library (with dedicated museum space)

**Meghan Hansen with Manitoba Public Library Services;** my intention today is to support the delegation by Clint Curl about the benefits of joining the South Interlake Regional Library. I will speak about the legislative requirements for negotiating a Regional Library Agreement and the funding formula for the provincial annual operating grant for the library in St. Laurent.

**FIRE DEPARTMENT**

Res # 44/2024                      Johnson Leclair

**WHEREAS** Allison Thornton, a resident of the RM of St. Laurent, wishes to join the St. Laurent Fire Department as a volunteer member.

**THEREFORE BE IT RESOLVED THAT** Council approve the addition of Allison Thornton as a member of the St. Laurent Fire Department in the position of Probationary Firefighter (6month probation period as of February 7, 2024), pending compliance with all requirements provided in the Standard Operating Guidelines.

**THEREFORE BE RESOLVED THAT** Allison Thornton be given a review of her performance at the end of her probationary period (August 7, 2024).

...Carried

**OTHER DEPARTMENTS, COMMITTEE BOARDS**

**RM agreement for the Yurt and porta potty for the ALC-Tabled to Special Meeting -Feb 12<sup>th</sup>**

**NEW AND UNFINISHED BUSINESS**

Res #45/2024                      Leclair – Combot

**WHEREAS** the Manitoba Weed Supervisors Association is holding a one-day seminar on municipal weed control issues. The meeting is being held in the Carberry Community Hall on Wednesday, March 13<sup>th</sup> 2024. All municipal elected officials, weed inspectors and supervisors and any other interested staff are invited to attend.

**AND WHEREAS** the registration for the day is \$105.00 plus GST and lunch.

**THEREFORE BE IT RESOLVED THAT** Council approve the attendance of \_\_\_\_\_ to the said event,

...Defeated

Res #46/2024                      Johnson - Leclair

**WHEREAS** the Manitoba Emergency Management (EMO) is inviting Reeves, Councillors, Chief Administrative Officers, Municipal Emergency Coordinators and has extended the invite to volunteers that will play a part in Emergency management to attend the 2024 Local Authority Workshops in February 2024.

**AND WHEREAS** the volunteers that have expressed interest in assisting during the course of an event are invited to attend the 2024 Local Authority Workshops hosted by Manitoba Emergency Management Organization are Sandy Chartrand, Marlene Combot, Callie Anderson, Rachel & Cay Lorraine and Harry & Bonnie Frederick.

**THEREFORE BE IT RESOLVED THAT** Council approve the attendance of Councillors, CAO, Municipal Emergency Coordinator and all volunteers noted above to the 2024 Local Authority Workshops hosted by Manitoba EMO.

...Carried

Res #47/2024                      Leclair – Combot

**AND WHEREAS** an invitation has been extended to Reeve and Council to participate in the 2<sup>nd</sup>

Annual West Interlake Youth Retreat on Tuesday, February 13, 2024 at the Eriksdale Community Centre starting at 10:00 a.m.

**BE IT RESOLVED THAT** Council approve the attendance of Richard Chartrand and Yves Combot to the said event.

...Carried

Res #48/2024 Johnson - Leclair

**WHEREAS** as per Resolution 382/2023 the St. Laurent Fire Department sold the 1980 Red one-ton (commonly known as the "snuffer truck") in September 2023, for \$2200.00.

**AND WHEREAS** the revenue from the sale of the snuffer truck was deposited into an account to record the sale of Municipal assets.

**AND WHEREAS** the Fire Department requests the sale proceeds be transferred to the Fire Department Reserve Account.

**THEREFORE BE IT RESOLVED THAT** Council approves the transfer of the sale proceeds to the Fire Department Reserve Account in the amount of \$2200.00.

...Carried

Res #49/2024 Leclair- Comboto

**WHEREAS** on April 6, 2023 Council passed Resolution #105/2023 approving Loretta Sigurdson to administer and disburse gas cards for such use as volunteered drivers that drive patients dealing with cancer to their appointments.

**AND FURTHER WHEREAS** to date the gas cards are very limited to only \$200.00 left in funds.

**THEREFORE BE IT RESOLVED THAT** Council approves \$500.00 towards the Gas Cards and approve Loretta Sigurdson's administration of distribution of the gas cards with accounting being kept and a report given to the RM office once all have been used up.

...Carried

Res #50/2024 Johnson - Leclair

**BE IT RESOLVED THAT** being a By-law of the Rural Municipality of St. Laurent to amend the Rural Municipality of St. Laurent Zoning Bylaw No. 5-05, as amended be hereby given the first reading.

...Defeated

### Correspondence/Information/Minutes from Others



Correspondence/Information:

- None

Minutes from Others:

- WIPD – Board Meeting Minutes-December 19, 2023

**Committee of the Whole in Camera**

- None

**CDC MATTERS**

- None

**RM CDC MATTERS**

- None

**ADJOURN**

Res #51/2024

Johnson - Leclair

**BE IT RESOLVED THAT** this meeting now adjourn at 2:55 p.m.



Reeve



CAO

Report of the CAO  
February 7, 2024

- Looked into email migration management and software support; and spoke with both MicroAge and Encore Business Solutions. I did reach out to another firm called Rockwood IT but have not heard anything back from them. Once I do, we can review the quotes and move forward.
- January 26<sup>th</sup> attended a meeting with FD, Yves and Richard
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- Met with the Gilles and Maurice regarding the status of the skidsteer and the utility trailer. I emailed MPI to discuss the amount they want to settle on as it is about ½ of what it will cost to replace the trailer.
- Training both Bernice and Lorna on Payroll the process;
- Started working on the 2024 Financial Plan.

## Fire Department Report to Council for September 20, 2023

Welcome Alison Thornton to the fire department. She has attended her first meeting on January 22, 2024. We are waiting for her criminal record check, Interview was completed on January 26, 2024.

### Dispatched Calls

As of January 24, 2024, the FD is at call 01-24 of this year.

Incident # 01-24. South of Marina Rd. Fire, False Alarm. 5 members attended

### What is Naloxone

Naloxone is an opioid antagonist: a medication used to reverse or reduce the effects of opioids. For example, it is used to restore breathing after an opioid overdose. Effects begin within ten minutes when a nasal spray is given to a casualty. Naloxone training will save lives, and it starts with delivering how to respond to an opioid poisoning and administer nasal naloxone.

This program was funded by a contribution from Health Canada's Substance Use and Addictions Program. To combat the opioid crisis, we need to increase the number of Canadians who are ready to save a life by making opioid response training and naloxone kits more accessible.

This great opportunity will be held on February 13, 2024, which will be held in the French School. It will be a two-hour presentation offered by St John Ambulance, instructor would arrive at 6:30pm, presentation would begin at 7:00pm and completed by 9:00pm.

Free Naloxone kits will be received once each individual has completed the Naloxone training.

We would like to extend the invite to all RM members. We have held a maximum number of 30 seats available. Please let Melissa know if any RM members will be attending. If we don't fill the 30 seats with RM members, each FD member will offer the training to family member or a friend to fill the seats. An invitation has been sent to Lundar FD and Mutual Aid.

### Drill Night

Went over Susan's ideas for the week of February 4-10, 2024 for Burn Awareness Week. Pancake Breakfast and Fire Extinguisher training to the grade 5-8.

Went over all equipment and checklist.

Started training on Fire Behavior

### Tanker

Scheduled for safety on February 5, 2024 and passed safety.

### **Fire Extinguisher Training**

On January 5, 2024 Roger Gillis held a presentation and hands on training to employees from the Les Petits Dores (French Daycare). 4 employees attended this training, an invoice has been delivered to Sharon Delorme in the amount of \$168.00.

On January 19, 2024 Roger Gillis held a presentation and hands on training to 8 employees and 2 parents from the Aboriginal Head Start. Alison from the Aboriginal Head Start had extended the invite to parents of the children in Head Start. An invoice was emailed to Alison Pistun on January 24, 2024, in the amount of \$420.00. Alison Pistun had requested certificates, and these certificates have been emailed to Alison on January 24, 2024.

### **Pancake Breakfast**

Thank you to all that volunteered their time to make this event a success.

Thank you, Vivian Riding, for pre cooking the sausages.

Thank you, Parish Hall, for the donation of the Hall.

Thank you, Interlake Packers, for the donation of the breakfast sausages.

All donation money will be put into an account at the Cassie Populaire in St. Laurent, arrangements still to be made with Leann and Roger Gillis. Total money raised by 50/50 was \$1224.00 with half going to the winner Audrey Friesen and half to Leann. Total donations in the boot were \$3316.50. A grand total of \$3928.50 to Leann.

### **Mutual Aid Meeting**

Membership dues are due in the amount of \$250.00

St. Laurent requested aid with training costs, and assistance to hire an instructor carried over to next meeting.

New building code is in effect

Mutual aid is looking into a price for night beam light, which can be used in MVC incidents. They are solar and USB powered lights. They are trying to purchase each mutual aid FD a set. One set contains 5 lights.

Discussion about the issues associated with lift assist costs.

Went over the issues of EMS not changing radio channel to communicate with FD members at accident scenes. If channel needs to be changed, we are to go through 911 to send the request to have EMS change channel on radio.

Manitoba Health is working on a proposal to have FD members trained on EMS service delivery at a lesser level than 120 or more hours required for First responder. The MAFC is petitioning the government to assist with this effort.

Next mutual aid meeting is on March 31, 2024 in Teulon, which starts at 7:00pm.

#### **February 5, 2024**

St. Laurent FD along with Woodlands and Warren assisted Leann and family with placing crosses at accident scene.

#### **February 6, 2024**

Fire code transition conference in Portage La Prairie from 8:00am-4:30pm. 3 members will be attending.

#### **February 7, 2024**

Fire marshal and emergency preparedness conference held in Portage La Prairie from 8:30am-4:30pm. 3 members will be attending.

#### **MPI Claims for 2023**

A total of 8 claims have been sent to MPI in the amount of \$10,768.51. MPI has paid out 7 claims in the amount of \$8,959.85, they have cut back in the amount of \$270.83. 1 claim has been resubmitted to MPI as we haven't received any word on claim # 16-23.

#### **Level 1 Written**

Passing mark is an 80%. Chad received an 89%, Melissa received a 71%.

# By-Law Report

February 7, 2024

By-Law	Number of active files
Zoning By-Law	17
Unnecessary and Harmful Noise By-Law	1
Domestic Animal By-law	1
Parks and Beaches	0
Unsightly Property By-Law	6
Derelict Building By-Law	1
Licencing By-Law	1

- 1) Zoning By-law: There are 10 active files that have been issued Notices of Violation, of that number. 2 active files have been issued a Municipal Enforcement Order. 4 active files have been issued a Penalty Notice. There is 1 active file that is on hold pending the outcome of road matters.
- 2) Unnecessary and Harmful Noise By-Law: The active file has been filed Past Due.
- 3) Domestic Animal By-law: The active file is regarding an alleged on-going issue. BLEO schedule has been altered to conduct inspections/enforcement.
- 4) Unsightly Property By-law: The first file has a Municipal Enforcement Order due March 22, 2024. The following file has a Municipal Enforcement Order due April 11, 2024. The following file has compliance deadline of June 19, 2024. The following file has final compliance deadline of April 17, 2024. The following file has a compliance deadline of June 19, 2024. The following file has a final compliance deadline of June 19, 2024. The following file has an outstanding Municipal Enforcement Order that will have to be remedied in the spring.
- 5) Derelict Building By-law: The active file's property owner has been working on rectifying the infractions and has been provided July 17, 2024 deadline to comply.
- 6) Licencing By-Law: There is one active file, which has been granted an extension of time to comply with deadline of March 5, 2024.

Current by-laws/projects we are working on reviewing and revising are the following:

1. Zoning By-Law: amendments to be presented today for first reading.
2. Building By-Law: Drafting the new by-law, which will meet current requirements set out in legislation (Building and Mobile Homes Act has been repealed and we are now governed by the Building Act), currently under review by WIPD for comments.
3. Domestic Animal: Working on developing options to handle complaints related to domestic animals running at large. With the current kennel not meeting the requirements set out by the Animal Care Act and posing a risk of liability, we are looking at viable options to hold animals caught at large within a reasonable scope. Update: CAO to present option for Council to consider.

4. Submitted a request for data from staff at WTS. Looking to update the WTS By-Law to reflect current requirements within the Municipality and under current applicable Acts & regulations. Upon receipt of information, a meeting to be scheduled with By-Law Committee.

#### The Manitoba Act- Regulation 53/97

Under the Regulation, municipalities are required to retain documents for a certain period of time, after which, municipalities must archive certain documents and may destroy others. I am working on review a number of storing boxes that we have in our storage room to determine under which classification they fall.

There are a number of boxes that have been brought to the Old Town Hall, which have been labelled to be reviewed by department heads.

Once all boxes have been sorted and documented, a request will be made to Council to pass a resolution to archive a certain number of boxes, as required under the Act.

## EDO REPORT February 7th, 2024

- Aaron Hogg will give us a quote to replace the exterior light on the old town hall. The light was originally installed then taken off for the siding to be placed. It has not been found since. I asked Aaron to put an antique-looking light such as a gooseneck light over the centre of the door as opposed to a modern one that he had selected. It will be a dusk to dawn with the ability to be switched off and on from the inside of the building also. Awaiting the quote.
  - Updated the Seniors Resources Council and CDC Yurt lease agreement for councilor Perry.
  - Ordered Amazon products for the Wellness Room and Community Office, put together furniture and set up/cleaned the space. Paul installed the 2 remote controlled lights and they work beautifully. Paul replaced the door knobs with thumbprint and code knobs for the various people who will be using the space.
  - Public Works picked up and installed the new door in the treatment room.
  - Attended a ZOOM Webinar for the Manitoba Accessibility Fund for \$50,000. We cannot apply for any renovation dollars but can apply for any professional fees. I asked if we can apply for the services of an architect/planner to make an accessibility plan for a library building and they said yes.
  - Measured the heritage building with Paul to determine if it is large enough to house the Municipal Museum and a public library. Had a Zoom meeting with Clint of Stonewall Regional Library and Meghan of Government Public Library Services to discuss the potential project. They will present to council today. Also spoke with Jeff Gauley of Heritage Buildings regarding the possibility of adding on to the heritage building in terms of preserving the character. He stated this is a possibility and that the following was noted for what are the important features to be preserved in terms of our building:  
As a reminder, the features of former St. Laurent Town Hall that need to be protected are those features that give it its unique character. When the hall was designated these distinctive features were identified in a '*Statement of Significance*' which describes its heritage value (see attached). You'll notice that its uncomplicated architecture, i.e. long rectangular 1½-storey form with a gable roof, horizontal wood siding and double-hung windows, as well as its interior layout, finishes and details, are all listed as important characteristics. Making changes to any of these features would diminish this building's heritage value.
- I am waiting to hear from him on the possibility of adding on where the former addition was added.
- Spoke with Isabelle Thorvardson who schedules tours for the 7 museums in Lundar to ask her about what sort of income they receive from their museums. She said they had no water, toilets or internet so it has been a challenge. You have to be a member of the Manitoba Museum Society and get some government funding to help with expenses. The RM of Coldwell also gives them money to cover their



hydro bill. They are considered a Level 1 Museum which means they have to be opened a minimum of 30 days a year. They applied for grants and received a parcel of land from the RM to build a 40'x80' building to house washroom/water facilities and internet. They will also need to add another source of income to cover expenses. They chose not to have a restaurant/snack bar because of greasy hands in a museum. They chose to have a gift shop instead to add income. She said that at Level 1, they get approximately 100 people/year who visit the museums at \$5.00/person. Level 1 Museums receive government assistance of \$1,350/year. When their building is completed this spring, they will move up to a Level 2 Museum, which is to be open 60 days of the year. She stated that Museums need an extra source of income/attraction to be self sufficient. It was very beneficial to speak with her.

- Community Spaces Fund representative contacted me regarding our eligibility to apply for the 90% fund for the St. Laurent Michif French Heritage Healing Centre. "In order for the project to be eligible for funding through the CSF, the multi-purpose rooms would need to be used for **cultural gatherings** that complement the language classes. Language classes in and of themselves are generally not considered cultural gatherings and are therefore not a priority for the fund.

Secondly, there were questions surrounding your organization's eligibility for application. You confirmed that the RM of St. Laurent is a Canadian not-for-profit organization as defined by law, but there is still the question of whether or not your mission, mandate, and activities are aimed at the development and vitality of official language minority communities as a whole. If the project can be reworked to better meet the goals of the fund, I would invite you to consider having another organization (for example l'AMBM, who should be eligible to apply) to submit the application in your organization's name." I told him it would not be a problem to find many more uses other than language classes for the space. He stated that the remaining issue would be the guidelines in #3.  
*3. Eligible recipients' Canadian not-for-profit organizations as defined by law. Their missions, mandates or the majority of their activities must be aimed at the development and vitality of official language minority communities as a whole.*

I spoke with Marie-Cécile of CDEM to ask what we can do regarding applying and she replied this:

*Au sujet de ta question sur la mission du mandat de la municipalité : 2 possibilités*

*1. le projet va être déposé par la CDC de St Laurent. Le conseil de la municipalité peut faire une résolution indiquant que la CDC dispose de cette mission et c'est voté. THE PROJECT WILL BE SUBMITTED BY THE CDC AND COUNCIL PASSES A RESOLUTION THAT THE CDC HAS THIS MISSION.*

*2. la municipalité étant membre de l'AMBM, cette mission est incluse dans la stratégie de l'AMBM. Toutes les municipalités ont accepté cette stratégie, donc par défaut la municipalité de St Laurent a cette mission. BY DEFAULT OF BEING A MEMBER OF L'AMBM, ST. LAURENT HAS THIS MISSION ALSO.*

*À voir laquelle des possibilités acceptera le fédéral mais la plus simple est de passer par la CDC et la résolution. THE SIMPLEST WOULD BE TO PASS THE CDC RESOLUTION.*

- Marie-Cécile also sent me the replies that she requested for quotes to handle the project. I am attaching the package from Bocksteal and the following reply was given by Bird Special Projects:  
*Établissement du budget du projet, si projet de rénovation / construction vérification des documents obligatoires comme les études structurales etc. si ces documents ne sont pas établis, les faire (étude de faisabilité, design préliminaire, etc.)*
- Set up a meeting between Eugene Rioux and Marie-Cécile of CDEM to discuss how she can help him to move forward with reviving and incorporating the St. Laurent Chamber of Commerce.

- Spoke with Gwen Sharp of Nav-Care regarding the training for volunteers. She would like to also use the office space in the Welcome Centre once a month or so to meet with volunteers if need be.
- Will Jones of TLBA has asked to partner with the RM again this year for Green Team. I will apply on behalf of the Rec. Centre as the EDO did last year. Tammy will take care of her own applications.
- Was contacted by Move Mobility regarding getting a community van through the Capital Stream of the Rural Transit Solutions Fund. They have had success of 90 – 100% coverage for their clients in receiving this grant through the fund. He sent me a list of vehicles and approximate prices below. *Intake opened January 24th*. The government has \$3 million towards this project and some communities apply for more than 1 vehicle. Of Move Mobility informed me that many groups are using this to transport seniors to doctor appointments, outings to casinos, theatre, etc. Each person pays a flat fee towards the driver and fuel or they have volunteer drivers. Some communities allow others to rent for private events. Others use it as a taxi/shuttle service. It is not a requirement to apply for an EV van, which would be much more expensive than the pricing below. There is \$5 million government funding towards EV vans. The pricing below is for gas fueled vans.

Vehicle	Budget Range
<u>P Series Accessible Vans</u>	\$130,000-\$180,000
<u>Ram Promaster &amp; Ford Transit Classic Series</u>	\$120,000-\$155,000
<u>T Series Accessible Van</u>	\$145,000-\$180,000
<u>VL Series</u>	\$110,000-\$135,000
<u>Rear Entry Minivan with manual ramp conversion</u>	\$92,000-\$110,000

### Questions

- Does RM want to approve that I apply for the **\$50,000 Accessibility fund** to go towards an architect to plan how to get washroom facilities and accessibility to the upstairs of the Old Town Hall Heritage building. *The intake closes February 16th.*
- Does RM want me to apply for the additional **Heritage Resources Grant of \$5,000** with a matched contribution from the RM towards the architect requirements. *Intake closes March 1st.*
- Does RM approve the use of the community office in the Welcome Centre for NavCare to use once or twice a month to work with volunteers/see anyone who needs a visit from Gwen Sharp
- How does the RM want to approach the concern of language mission brought up for the Community Spaces Fund.
- What is RM's input regarding the proposal package from Bocksteal, what should I reply to them regarding the agreement they would like to go into
- Does RM want to see more on the van choices provided by Move Mobility and discussion
- Does council give approval to apply for Green Team on behalf of the Rec. Centre. *Intake closes March 4th.*

**St. Laurent Town Hall**      **STATEMENT OF SIGNIFICANCE**  
436 Veterans Memorial Road, St. Laurent, MB



**Primary Elevations**

<b>Construction Date</b>	1902
<b>Formally Recognized</b>	2002
<b>Canadian Register Listing</b>	2008

## DESCRIPTION

The St. Laurent Town Hall, built in 1902 and expanded by a modest south addition in the 1960s, is a 1 1/2-storey wood-frame structure at the centre of a townsite surrounded by an agricultural landscape on the east side of Lake Manitoba. The municipal designation applies to the town hall and the grounds it occupies.

## HERITAGE VALUE

The St. Laurent Town Hall is representative of the kind of municipal buildings erected by Manitoba's rural towns as they grew and developed, necessitating public services in the early twentieth century. Often a community's most significant civic building, the town hall typically is centrally located, as this one is, near schools, post offices, churches and businesses. The simple yet dignified architecture of the St. Laurent building reflects concerns for economy and functionality as well as pride as the face of local government in one of Manitoba's historically significant Metis settlements. The multi-purpose structure, part of a complex that includes newer municipal buildings, has continuously housed a garage, while its upper-level offices are now used for record storage. *Source: Rural Municipality of St. Laurent By-law No. 1/02, March 8, 2002*

## CHARACTER-DEFINING ELEMENTS

### SITE:

- location in a municipal complex at the intersection of two thoroughfares in St. Laurent, surrounded by other civic structures.

### EXTERIOR (uncomplicated architecture):

- elongated rectangular 1½-storey expanse with a gable roof, west wall gable and facades of horizontal wood siding;
- rectangular openings throughout with double-hung two-over-two-pane windows in simple wooden frames and casings;
- details, including the large sliding shed doors on the north elevation for machinery access, the main door with intact hardware and a letter slot, etc.

### INTERIOR (practical yet elegant interior layout, finishes and details):

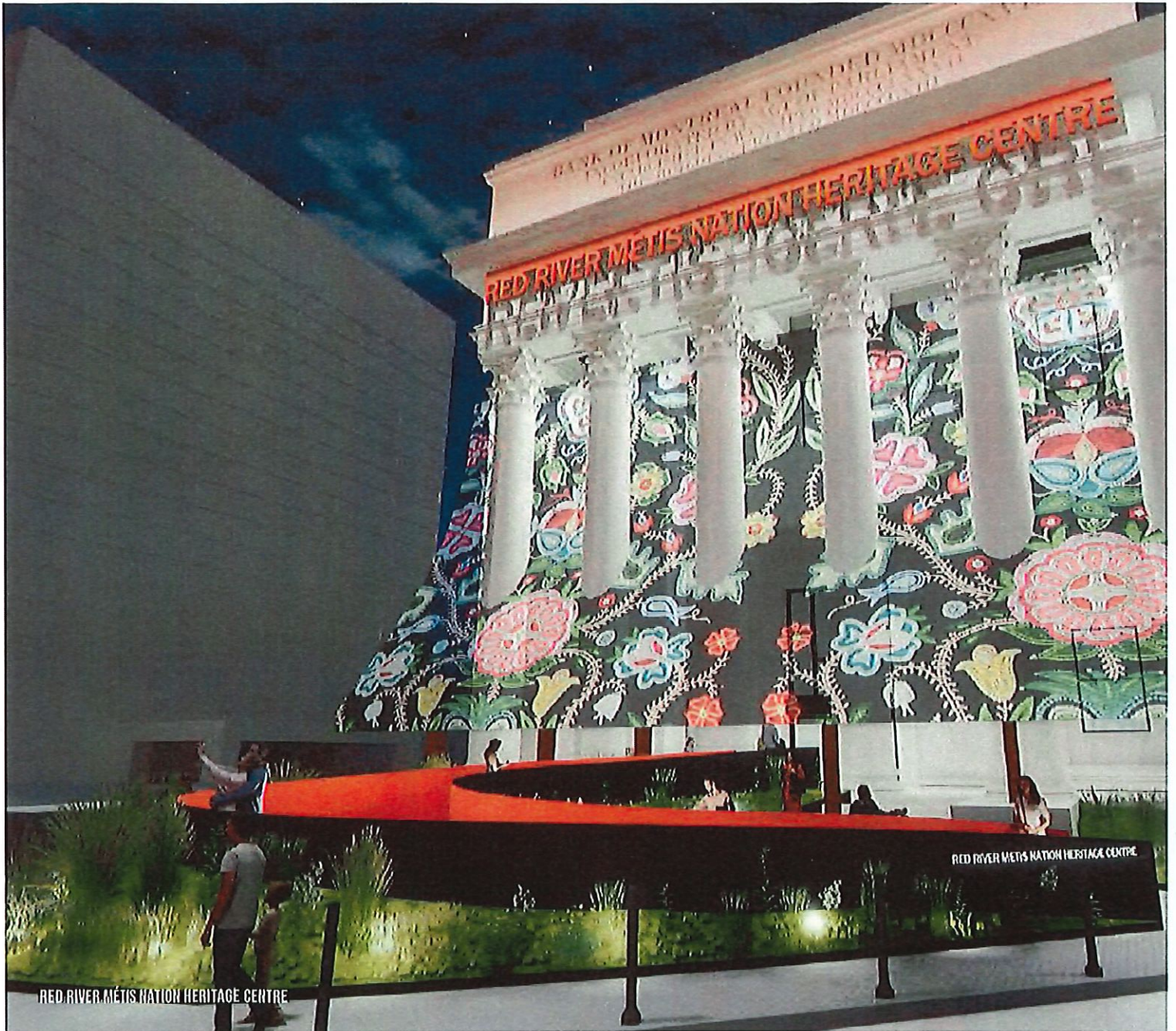
- informal plan of one-room volumes;
- lath and plaster walls, wood wainscotting, concrete floor and plank ceiling of the garage space;
- modest wood staircase and its plank enclosure;
- plank floor and exposed ceiling of the upper office area;
- practical details and finishes, including window casings with corner blocks, simple trim, etc.

# PROPOSAL

## ST. LAURENT MICHIF FRENCH HERITAGE HEALING CENTRE

Attention:  
Denise Allard, EDO  
JANUARY 29, 2024

**Bockstael**  
Manitoba's Builder®



Bockstael Construction is located on Treaty 1 land in Manitoba original lands of the Anishinaabe, Cree, Oji-Cree, Dakota, Lakota, and Dene peoples. We acknowledge and honour these Nations as well as Shoal Lake 40 In Treaty 3 territory, which is the primary water source for Winnipeg and who ended a 1997 boil water advisory on September 15, 2021.

# PROPOSED SERVICES

The St. Laurent Michif French Heritage Healing Centre will be a community space to **celebrate, heal, educate, and honour** the rich **Métis culture** and to preserve and teach the minority local **Michif French and French languages**. This space will honour and celebrate the culture in the Museum exhibit, showcasing the way of life and language of the Métis people. It will be a healing centre in the sense of acknowledging the culture that survived despite the hardships of past denial of traditions, culture, and language, therefore giving pride, justification, and a sense of inclusion. Additionally, there would be space for medical and alternative health healing and a space for learning the Michif French

The St. Laurent Michif French Heritage Healing Centre (St. Laurent Centre), is seeking the support of a trusted advisor in the application for the Community Spaces Fund and possible future project management services.

Bocktael Construction is a 112-year-old company with its roots deeply in the Francophone community. Our founder, Theodore Bockstael, began his career as a carpenter upon arriving in Canada as a Belgian immigrant, working on the Cathédrale de Saint-Boniface.

Throughout our history, we've continued to be a trusted advisor to many Francophone, Métis, heritage, and community organizations, including the Grey Nuns, Réseau Compassion Network, and the Manitoba Métis Federation. We consider working with the St. Laurent Centre through your restoration and

upgrade project a continuation of that legacy and would be very honoured to be a part of it.

Recently, we have supported clients through funding applications, feasibility studies, conceptual design, and pre-development analysis to help them get to a viable project. Once a project is viable and funded, our expertise in construction management combined with our commitment to the community helps our clients bring their projects to life.

In response to the St. Laurent Centre's request for proposal for Funding Application Support and Project Management Services, Bockstael Construction can provide the following:

## Funding Stage

1. Complete preliminary building condition assessments (if required)



**Bockstael Construction has supported many non-profit organizations in the pursuit of grants for projects totalling more than \$150M through the following funding programs:**

Art, Culture and Sport in Community Fund (ACSC)

Canada's Green and Inclusive Community Buildings (GICB) Program

CMHC Funding Programs

Efficiency Manitoba

- Commercial Deep Energy Retrofit Program

Gail-Parvin Hammerquist Fund (Heritage Program)

Green Municipal Funds

Heritage Resources Conservation Grant Program (Province of Manitoba)

Manitoba's Building Sustainable Communities Program

Winnipeg Foundation

for rough order of magnitude budgets.

2. Guide and lead the collaborative development and implementation of customized grant strategy with stakeholders.

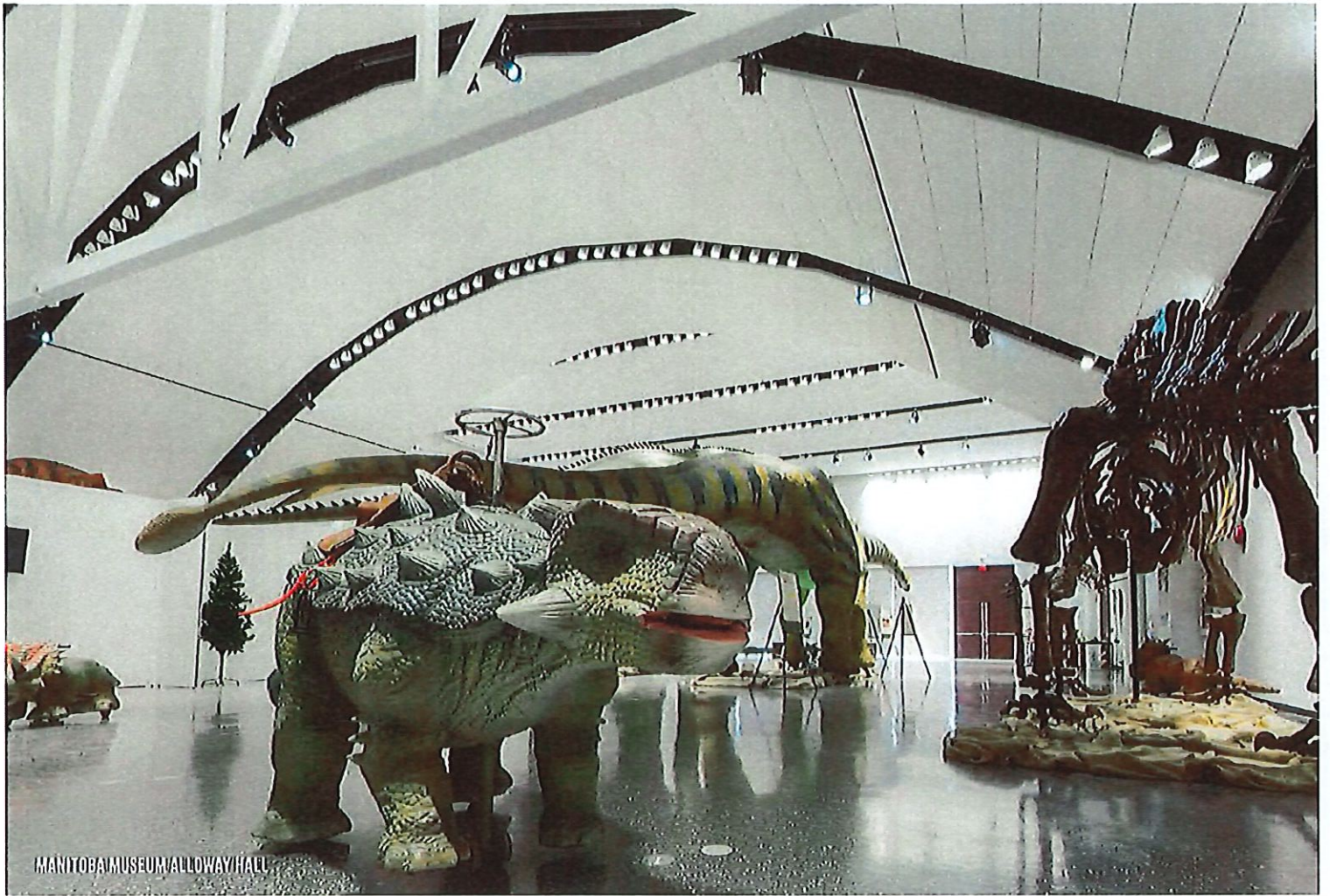
- Develop a preliminary list of potential grant opportunities based on the project specifics and facilitate/coordinate introductory meetings with the Grant Program Administrators.
- Assist in developing cases for support and recommendations for community engagement strategies.
- Connect and provide recommendations on consultants for architectural and other disciplines, as required.

- Provide budget, schedule, and construction management expertise to strengthen and support funding applications.
- Review and advise on grant application content before submission.
- Provide continuous advisory services during the grant application evaluation as needed.

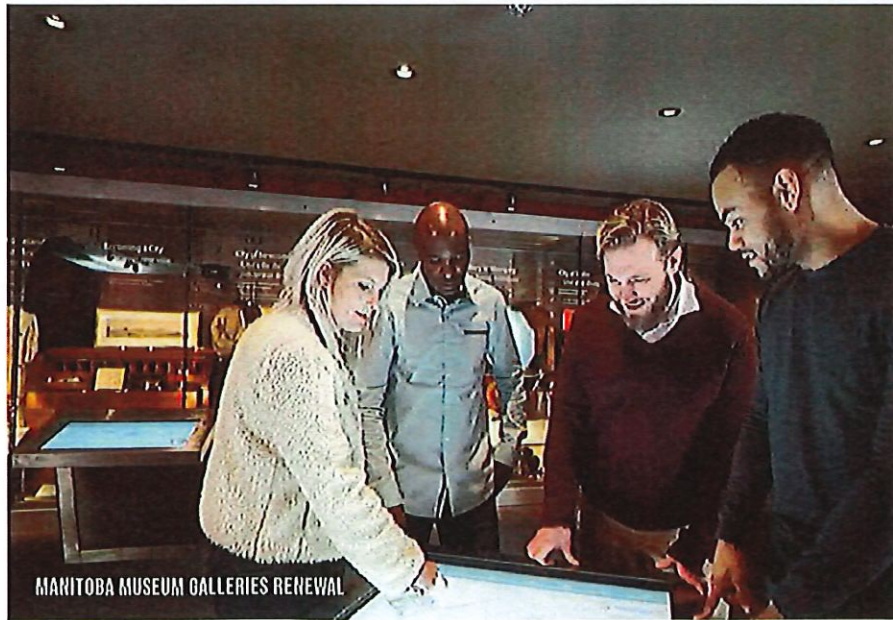
Upon successful commitment of funding, Bockstael Construction would be pleased to discuss how we can further support the development and execution of your project through our personalized Construction Management Services. A preview of our approach and services are provided at the







MANITOBA MUSEUM VALLOWAY HALL



MANITOBA MUSEUM GALLERIES RENEWAL



# ABOUT BOCKSTAEL CONSTRUCTION

SINCE 1912, THE  
BOCKSTAEL NAME HAS  
BEEN SYNONYMOUS  
WITH CONSTRUCTION  
IN MANITOBA.

From the humble beginnings of a Belgian carpenter to the fourth generation of family ownership, building is in our blood. Throughout our 112-year history, we have been trusted time and time again with building the places that shape our city and province.

That trust comes from our reputation for quality, attention to details, transparent processes, and responsible stewardship of project costs.

We have grown to be a top-tier contractor while focusing almost exclusively on our local region. We have accomplished this by taking a long-term view – based on honesty and integrity – to build trust with our clients. We focus not only on the quality of the finished building, but on the quality of the overall experience that our clients have throughout all stages of construction.

## OUR PURPOSE

We are builders, and our purpose is to help our clients achieve their economic, social, and/or environmental goals by way of construction. We get to bring our knowledge, experience, and commitment to hard work to the table and help knit the social fabric of our province.

What happens in Manitoba matters to us, just like it mattered to previous Bockstael generations. And that commitment goes beyond day-to-day construction operations - it means we invest in our province through philanthropy, community involvement, and advancements in our industry.





# OUR NORTH STAR

## REMAIN A TOP TIER CONTRACTOR

Deliver exceptional service to clients

Focus on long term relationships

Be committed to a higher standard and continuous improvement

## BE THE EMPLOYER OF CHOICE

Attract and retain top talent

## BUILD A BETTER PROVINCE

Contribute to our community

## WE ARE MANITOBA'S BUILDER

From the humble beginnings of a Belgian carpenter, to the fourth generation of family ownership, building is in our blood. In continuous operation for over 110 years, Bockstael has grown to over 180 employees and is owned and managed by leaders in their respective fields.



**Carmine Millitano**  
P.Eng., ICD.D  
CEO



**Nick Bockstael**  
P.Eng., CM-Lean  
Co-President,  
Partner



**Dan Bockstael**  
M.Eng., P.Eng.  
Co-President,  
Partner



**Sarah Anderson**  
Business Development  
Manager, Partner



**John Bockstael**  
P.Eng., ICD.D  
Chairman, Partner

## WHY BOCKSTAEI?

- ✓ We have an extensive history of working on community based projects that serve the greater social need.
- ✓ Our commitment to being a collaborative and integrated team member.
- ✓ We actively support a progressive construction industry and give back to our community in the areas of healthcare, social support services, and education.
- ✓ A strong reputation based on trust, transparency, and quality.
- ✓ Our proprietary suite of services enable informed decision making and value optimization.
- ✓ Our sophisticated execution of Lean / Last Planner and Professional Project Management.



**“MANY COMPANIES CAN BUILD. WHAT WE  
NEED IS SOMEONE WE CAN TRUST.”**

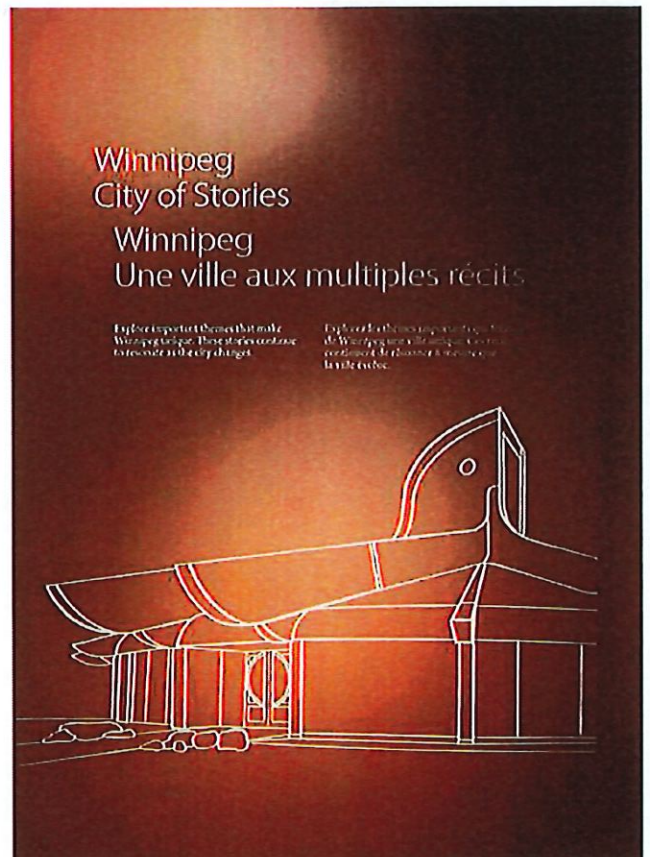
A refrain we have heard repeatedly from the not-for-profit organizations we have served over the past century. We know that we must earn the organization's trust not through words but through our actions. Our actions are driven by our core values and fuelled by the compassion and empathy gained by our own service on many not-for-profit Boards.

# BUILDING COMMUNITY | CONSTRUIRE LA COMMUNAUTÉ

## OUR WORK WITH NOT-FOR-PROFITS AND COMMUNITY ORGANIZATIONS

We are proud that the following organizations have placed their trust in Bockstael Construction:

- Elmwood Community Resource Centre
- DASCH
- Equal Housing Initiative
- Toba Centre for Children & Youth
- The Sara Riel Foundation
- Réseau Compassion Network
- Bruce Oake Recovery Centre
- Shawenim Abinoojii Inc.
- Ma Mawi Wi Chi Itata Centre
- Main Street Project
- Adult and Teen Challenge
- The Royal Winnipeg Ballet
- The Performing Arts Coalition (Pantages Theatre)
- The Manitoba Museum
- The Manitoba Centennial Centre Corporation
- International Peace Garden
- University of Winnipeg Community Renewal Corp 2.0
- St. Amant
- St. Boniface Cathedral
- Gonzaga Middle School
- St. Mary's Academy
- St. Paul's High School
- Westgate Mennonite Collegiate
- Westlands Non-Profit Housing Cooperative
- Despins Charities
- St. James Kiwanis
- Metropolitan Kiwanis
- Beaumont Meadows & Country Knoll Condominium Corps
- Fountain Springs Housing
- The Clubhouse of Winnipeg
- Holy Family Home
- The Salvation Army





**Manitoba Métis Federation**  
Believe in Yourself - Believe in Métis  
**NATIONAL GOVERNMENT OF THE RED RIVER MÉTIS**  
GROWTH. DEVELOPMENT. SUSTAINABILITY.

HOUSING DEPARTMENT

Plans & Welfare

VERHE REIMER ARCHITECTURE

CGM

HTFC

SMS Engineering

WOLFROM ENGINEERING LTD

Bockstael

**“NOT ONLY DO YOU BUILD WITH YOUR HANDS, BUT YOU ALSO BUILD WITH YOUR HEARTS.”**

# PERSONALIZED SERVICE

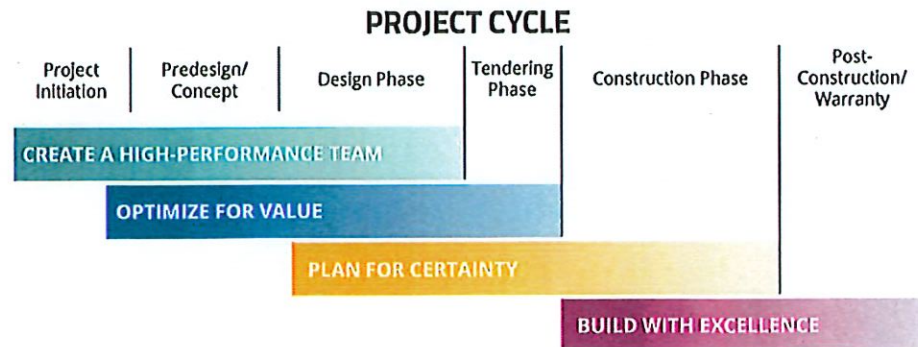
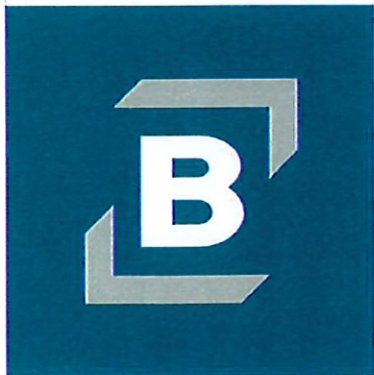
Bockstael Construction provides personalized Construction Management services. Our approach is founded on our core values of trust and honesty, while fueled by our commitment to exceptional client service. We believe the quality of the experience is just as important as the quality of the outcome.

Our role as your Construction Manager is to be a partner – to participate and contribute through the entire design-construct process. We help our clients make informed decisions to maximize the value of their capital expenditure and minimize their risk. We stay equally invested in client success, throughout construction and into the building's operating phase.

Leveraging our extensive experience alongside the modern philosophies of Design Thinking, Lean Construction, and Integrated Project Delivery, Bockstael has built a set of Integrated Construction

Management tools that guide our teams, engage collaboration with our clients and consulting partners, and set clear expectations for a high-level of customer service.

The overall process is broken down into the four stages outlined below. While these typically follow the overarching design stage at a macro scale, within specific project components and design decisions, several iterations of these stages and their tools can be undertaken.



### ■ CREATING A HIGH-PERFORMANCE TEAM

ensures optimum success by building the foundation for quality outcomes and a quality experience. We believe that a unified team is much more effective than one in silos, fostering a true culture of teamwork where everyone is accountable to each other and to the best interests of the client and project vision.

### ■ OPTIMIZING FOR VALUE

enables informed decision making, builds confidence in the financial model, and provides a game plan to deliver the best value for money spent. Understanding project macroeconomics and funding strategies, we take a higher-level look at what the project should cost – we don't just accept what the numbers are saying.

### ■ PLANNING FOR CERTAINTY

requires us to understand the risks that we know we're dealing with, and the ones we don't. We bring in a variety of experts from the Bockstael team and work with our consulting and trade partners to collaborate on construction details, safety, quality, schedule, and commissioning/occupancy. The work we do here reduces changes, RFIs, job delays and friction throughout the rest of the project.

### ■ BUILDING WITH EXCELLENCE

means delivering on the promises made and exceeding expectations for Quality, Safety, Schedule and Budget. From tendering to turnover, we hold ourselves accountable to our clients and consulting team. We implement monitoring and controls to ensure a project stays on track and we communicate regularly and openly with the team on project metrics.

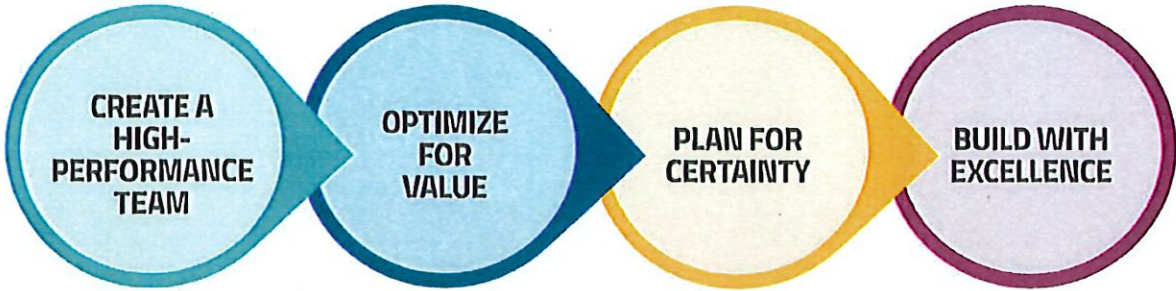
Behind these principles lies the tools and processes that comprise the Bockstael Operating System. Key pieces for each stage are described as follows:



“Our role as your Construction Manager is to be a partner – to participate and contribute through the entire design-construct process. We help our clients make informed decisions to maximize the value of their capital expenditure.”







**ESTABLISH THE VISION & PLATFORM**

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Align goals, understand the proforma and vision, establish clear roles and expectations, and set expectations for transparency.

Build trust and synergy, and establish a positive work environment.

■

**TOOLS & PROCESSES**

- Chartering Sessions
- Lean Construction Principles
- Project Communication Plans
- Project RACIs

**MAKE IT VIABLE**

---

Risks, opportunities, and underlying assumptions can have a greater impact on a project than the budget itself.

Reduce unknowns and future rework. Seek value while providing clarity to stakeholders.

■

**TOOLS & PROCESSES**

- Options Analysis
- Continuous Estimating
- Target Value Delivery
- Value Engineering
- Critical Path Schedules
- Risk Management

**MAKE IT EXECUTABLE**

---

Schedule performance is key. Trades make up more than 75% of project costs, so their buy-in is critical.

Provide a clear plan and structure from the get-go, resulting in aggressive pricing and better performance.

■

**TOOLS & PROCESSES**

- Project Execution Plans
- Detailed Schedules
- Pull Planning
- Weekly Work Plans
- Constructability Reviews
- Biddability Reviews
- Scopes of Bids / Front-End Specs

**MAKE IT REAL**

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Quality and safety are our biggest on-site risks. Implement strict controls and collaborate with trades to optimize the work.

Deliver on time and on budget, with full transparency.

■

**TOOLS & PROCESSES**

- Safety Management
- Quality Management
- Schedule Management
- Lean Construction / Last Planner
- Procure Action Logs
- Monthly Reports



Bockstael Construction Limited  
200 - 100 Paquin Road, Winnipeg,  
Manitoba, Canada R2J 3V4  
T. 204.233.7135 | bockstael.com



January 29, 2024

Rural Municipality of St. Laurent  
Denise Allard, EDO

**RE: St. Laurent Michif French Heritage Healing Centre Project – Grant Applications**

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Bockstael Construction is pleased to submit the following Fee Proposal as requested by email on January 19<sup>th</sup> 2024 by Clemence Morin, Municipal Strategic Development Director on behalf of Denise Allard, in regards to the Funding Stage Support Services for the above mentioned Project.

The total estimated Fee amounts to a total of \$5,500.00 and will be **provided as an in-kind donation.**

Exclusions:

- Energy Modeling
- Hazardous Material Survey
- Intrusive Site Investigation

If the quote is acceptable, Bockstael Construction requires written authorization from Rural Municipality of St. Laurent to proceed with the award of the above-mentioned scope of work.

Yours truly,  
BOCKSTAEL CONSTRUCTION LIMITED

A handwritten signature in blue ink, appearing to read 'Raphael Cerezo', written over a light blue horizontal line.

Raphael Cerezo  
Project Development Manager  
Direct: (204) 293- 2328; rcerezo@bockstael.com

**AUTHORIZATION TO PROCEED**

The Rural Municipality of St. Laurent authorizes Bockstael Construction Limited to award the scope of work as outlined above.

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Signature of person signing

\_\_\_\_\_  
Name and title of person signing