



Rural Municipality of St. Laurent  
Regular Meeting  
February 16, 2023

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**MINUTES**

A Regular Meeting of Council was held on Thursday February 16, 2023 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, Perry Gaudry and CAO Hilda Zotter

**Call to Order**

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

**Adoption of Agenda**

Res #37/2023 Johnson - Gaudry  
BE IT RESOLVED THAT the Agenda for today's date be hereby adopted as amended.

....Carried

**Confirmation of Minutes**

Res #38/2023 Johnson - Combot  
BE IT RESOLVED THAT the Minutes of:  
- Regular Meeting – February 1, 2023  
be hereby approved by Council as circulated.

.....Carried

**Committee Reports:**

CAO (Hilda Zotter

- We've looked into a few things that council had mentioned; flashing crosswalk signing, we have a few quotes and that will be brought up to our draft budget meeting. We also have a quote for additional radar speed sign, that will also be brought to the budget meeting. The loader replacement is covered by insurance.

- The grader wing is back on the John Deere; the batteries are in the Cat; we had Jerry do some welding on both machines. Fuel tanks have been rewired.
- Public works are getting a few hours grader training time in this week and next.
- Work starts in Old Town Hall next week – paint removal.
- Park By-law to be amended to remove gate fees; noise by- law is to be amended to include a clause for engine retarders and the off road Vehicles By-law is being worked on and will be discussed in upcoming committee meeting.
- MEC ad is being locally advertised, and we already have a few interested.
- Working on budgets; the first draft budget to be reviewed next Thursday with council.

Public Works/WTS (Donovan Boudreau), (David Hiebert), (Ryan Gaudry) (Ron Colliou)

- See attached Donovan's, Ryan's and Dave's (Public Works)
- See attached Ray Ducharme (WTS)

Fire Department (Roger Leclerc)

- None at this time

EDO (Guy Dumont)

- We've had on going communications with Pico Architecture regarding the development of schematic design and floor plans in preparation of submission for the grant application to the Green and Inclusive Community Buildings program.
- Held meeting with three different committees for the Old Town Hall regarding building restorations, signage and exhibits.
- We met with Valley Fiber representatives regarding their 2023 plans for internet service in St. Laurent.
- On going administration of the Assisted Living Centre; electrical work, staffing issues.

Councillor Tom Johnson

- It's been quiet since our last meeting. Was at Public works for a quick meeting to discuss how to keep our fuel tanks safe.

Councillor Perry Gaudry

- The Senior's Resource Council is requesting two people from the RM to attend a meeting that will be held in Selkirk at the beginning of March. This meeting is about transportation for seniors to be able to get groceries, medical appointments.

Councillor Yves Combot

- Was away the past week. I understand the water project at the fire department is moving forward and the bathroom is close to completion.

Councillor Maurice Leclair

- Received a price for camera, siren and strobe light for the fuel tanks area.
- Just a note when mattresses are dumped at the WTS, they should be thrown into the bin to avoid pile-up.

Reeve Richard Chartrand

- Attended an EMO seminar along with Councillor Combot, it was very good.
- Councillor Gaudry and myself visited a new personal care home in Winnipeg.

**Finance & Accounts**

Res #39/2023                      Combot - Gaudry

BE IT RESOLVED THAT Council Indemnities for January 2023 and Expenses for December 2022 be approved as follows:

	Richard Chartrand	Tom Johnson	Moe Leclair	Yves Combot	Perry Gaudry
Indemnity	1000.00	900.00	800.00	800.00	800.00
Hourly	1025.00	337.50	112.50	737.50	650.00
Conference	0.00	(phone)50.00	0.00	0.00	0.00
Mileage	394.35	36.30	20.90	67.10	207.90
Blue Cross (BC)	-437.55	-437.55	-437.55	-437.55	-437.55
BC (paid by RM)	437.55	437.55	437.55	437.55	437.55
CPP Deduction	103.13	56.28	36.94	74.13	68.92
Fed/Prov Tax ded	259.55	0.00	0.00	75.25	54.02
<b>Totals</b>	<b>2056.67</b>	<b>1267.52</b>	<b>896.46</b>	<b>1455.22</b>	<b>1534.96</b>

.....Carried

Res #40/2023                      Johnson - Leclair

BE IT RESOLVED THAT the Accounts Payable to February 10, 2023, written under cheque numbers 32657 to 32709 and totaling \$260,203.19 be hereby approved for payment.

.....Carried

Res #41/2023                      Gaudry – Leclair

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

- a. From Hellen Byron and Allison Stevenson in the amount of \$100.00 towards the Oak Point Hall in memory of Joyce Byron towards the upkeep and beautification of property.
- b. From David Chartrand in the amount of \$150.00 towards the Oak Point Hall in memory of Joyce Byron towards the upkeep and beautification of the property.

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

.....Carried

**DELEGATIONS**

10:30 a.m. – Clayton Lorraine- Sandpiper Association

The Sandpiper Association are looking for permission to install a playground at Big Tree Park, if grant application is successful; would also be looking into agreements, maintenance, liability and perhaps a letter of support to strengthen application.

**Zoning and Subdivisions**

- None

**Public Hearing:**

- None

**Regular Matters:**

- None

**Notices:**

- None

**TRANSPORTATION & PUBLIC WORKS**

Res #42/2023                      Johnson – Gaudry

WHEREAS two quotes were received for rewiring of the fuel tanks. One quote was for the amount of \$7748.26 (includes tax) and the other was in the amount of \$3,454.68 (including tax).

THEREFORE BE IT RESOLVED THAT Council approve the quote from H3 Electric in the amount of \$3,454.68.

.....Carried

**FIRE DEPARTMENT**

Res #43/2023                      Leclair – Combot

WHEREAS the St. Laurent Fire Department has updated the Application and Admission Requirements for Firefighters and has circulated the forms to Council and the CAO for review.

- a. Emergency Response Data Sheet/Time Sheet
- b. Application and Admission Requirements
- c. Application for Firefighter

THEREFORE BE IT RESOLVED THAT Council adopt the St. Laurent Fire Department Forms as presented.

.....Carried

Res #44/2023                      Johnson – Gaudry

WHEREAS Fire Department record-keeping, documentation, updating and reporting processes are being brought up to date and such will take considerable administrative time which can be delegated to a fire department member and can be paid out at a mutually acceptable rate.

THEREFORE BE IT RESOLVED THAT Council approve the delegation of administrative duties above-mentioned to Fire Department member, Melissa Buors, at the rate of \$20.00 per hour

.....Carried

Res #45/2023                      Johnson – Combot

WHEREAS on February 6, 2023 St. Laurent Fire Department Firefighters Association appointed the following positions:

- President – Chad Malfait
- Vice President- Roger Leclerc
- Secretary/Treasure – Loretta Sigurdson

THEREFORE BE IT RESOLVED THAT Council approve the above-mentioned appointments.

.....Carried

Res #46/2023            Johnson- Leclair

WHEREAS an update of records and signing authority is required by the R.M. and the banking institution which holds any and all St. Laurent Fire Department accounts.

THEREFORE BE IT RESOLVED THAT Council authorize signing authority be granted to Roger Leclerc, Loretta Sigurdson, Councillor Yves Combot, and CAO Hilda Zotter hereby revoking all other persons listed with signing authority on any and all St. Laurent Fire Department bank accounts.

AND FURTHER BE IT RESOLVED THAT all cheques require two signatures at all times.

.....Carried

**NEW AND UNFINISHED BUSINESS**

Res #47/2023            Leclair – Combot

WHEREAS the Sandpiper Association is requesting a letter of support and permission from the RM for a grant application to the Co-op Community Spaces fund to apply for funding for a playground at Big Tree Park which is a property owned by the RM.

AND WHEREAS if the grant application is successful, the Association may be requiring an agreement regarding, but not limited to, maintenance and liability.

AND FURTHER WHEREAS a presentation by the Association was viewed and heard by Council for their consideration.

THEREFORE BE IT RESOLVED THAT Council authorize the CAO to provide a letter of support to the Sandpiper Association and that Council approves the use of Big Tree Park for the proposed playground installation.

AND BE IT RESOLVED THAT should the grant application be successful; Council authorizes the drafting of an agreement between Sandpiper Association and the RM.

.....Carried

**Correspondence/Information/Minutes from Others**

Correspondence/Information:

- Sandpiper Association -Grant application-letter of

Minutes from Others:

- Prairie School Division-Meeting Highlights-January 30, 2023

**Committee of the Whole in Camera**

Res #48/2023            Johnson - Gaudry

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

.....Carried

Res #49/2023            Johnson – Combob

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

.....Carried

**CDC Matters**

- None

**RM (CDC Matters)**

- None

**Adjourn**

Res #50/2023            Johnson - Combob

BE IT RESOLVED THAT this meeting now adjourn at 12:17 p. m.

.....Carried



Reeve



CAO

**fin.rmstlaur@mymts.net**

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**From:** Hilda Zotter - CAO <cao.rmstlaur@mymts.net>  
**Sent:** February 15, 2023 1:25 PM  
**To:** fin.rmstlaur@mymts.net  
**Subject:** FW: Weekly report jan30 feb 3

-----Original Message-----

**From:** Donovan Boudreau <Donovanboudreau1993@outlook.com>  
**Sent:** February 15, 2023 7:44 AM  
**To:** cao.rmstlaur@mymts.net  
**Subject:** Weekly report jan30 feb 3

January 30

- cleaned steps at welcome centre
- cleaned snow at laurentia with tractor (pushed back drifts) -checked rds around town -helped Roger Gillis unload beams and place them inside of the fire department building.

January 31

- Checked rds early am and oak point was drifted .
- checked welcome centre
- went to oak point with John Deere grader to widen rds and to push back drifts.
- made some wind rows off of Francis st in oak point to stop drifts from coming across rd .
- changed grader blades on John Deere
- greased John Deere

February 1

- sick day

February 2

- went to oak point to start tractor Case is picking it up .(front tire blew when Ryan was operating) -went to wts picked up pintail hitch for our trailer.
- tighten wing bolt on cat grader.
- plowed snow at beaches, allard , twin ,sandpiper, dumont,sandpiper bay west,laurentia.
- Case dropped off new tractor @ Pw yard and I took Him to oak point too pick up the other tractor .

February 3

- bank day

Donovan

Stl Public works operator

#204-861-2623

#204-739-8163



**From:** Hilda Zotter - CAO <cao.rmstlaur@mymts.net>  
**Sent:** February 15, 2023 1:26 PM  
**To:** fin.rmstlaur@mymts.net  
**Subject:** FW: Week report feb 6 feb 10

-----Original Message-----

From: Donovan Boudreau <Donovanboudreau1993@outlook.com>  
Sent: February 15, 2023 8:23 AM  
To: cao.rmstlaur@mymts.net  
Subject: Week report feb 6 feb 10

February 6

- banked day

February 7

- banked day

February 8

-talked with Dave and Ryan about 2023 budget .

-we also discussed gravel budget for 2023

- scraped intersections ,welcome center,chartrand rd @#6 highway,chartrand , tec centre intersections, parish lane , ludovic and governor,ludovic@#6 ,labous curve

February 9

-salted steps at welcome centre

-went to alc to clean steps

-checked rds in town all passable

- loaded hot water tank from fire department side and brought it to wts .

- clean snow on the north side of the pw building with the tractor .

- used our tractor at the rec centre to clear a trail to the emergency exits all around the building.

-fueled up generator at a,l,c . I used the wts truck and slip tank .

February 10

-checked welcome centre

-checked alc

- checked fluids in cat grader

-widened & scraped Johnson's beach,laurentia beach,pioneer,carp, tracks trail ,ducharm,rd behind welcome center.

-worked on scarifier blades (used sledge hammer to punch seized bits out) -check over case tractor .

Donovan

Stl Public works operator

#204-861-2623

#204-739-8163

## Weekly Report February 4, 2023

### Monday-January 30 (8 hrs)

- Finish clearing rds in town
- Clear Rds west of hwy and Gaudry rd

### January 31 (8 hrs)

- Ryan and I worked on graders
  - Changed blades on John Deere
  - Checked fluids and topped off as required on both machines
- Cat grader needs maintenance work
  - New batteries- calling around for prices
  - New mount for wing-talking with cat to get prices for parts
  - New control switch for packer
- John Deere
  - Spare tire and rim
  - Possible transmission leak-will keep an eye on it
- Picked up Ryan in oak point- rental tractor had flat tire
- Trouble shooting no heat in shop
  - Call Prairie HVAC for things to try to narrow down the problem so they can bring out proper parts and possibly save a trip out

### February 1 (8.5 hrs)

- Discuss with Ryan plan for the day
- Take both graders out and clear Hay rd and cemetery rd
- On way back wing fell off of John Deere
  - Picked up skidsteer from WTS and old trailer from the yard
  - Pick up plow load it on trailer and bring back to shop

### February 2 (8 hrs) 1 hr sick

- Contact John Deere for pricing on wing
  - Bolts and hoses and estimate labour cost
- Talk to Cat about part for wing \$2100
- Work in shop.
  - Trouble shoot boiler, test elements and found one burnt out.
- Did meter readings

## February 3 (8 hrs)

- Check rds.
  - Check Twin and Mackenzie bays
  - Laurentia
  - Allard
- Check welcome Center
- Clear Kennedy Lane with tractor
- Meeting at PW shop with council to make decision on John Deere
  - Waiting on decision from council on how to proceed
- Punch out scarifiers
- Clean shop floors
- Dump run

## PW Weekly Report February 11, 2023

### Monday February 6 (8 hrs)

- Shovel WC and ALC
  - Salt as needed
- Check rds for snow drifts
  - Beaches
  - Wagon creek
  - N Boundary
  - Francis street Oak Point
- Shovel out doors of cold storage
  - Both side doors and sliding doors
- Sand intersections
  - Carp area
  - Dumont
  - Sandpiper
  - Allard

### February 7 (8 hrs)

- Sand intersections around town
  - Laurentia area
  - Twin
  - All around Sandpiper and Dumont
  - Ludovic, Bruce, Ducharme
- Sand at WTS hill to garbage bin
- Meeting with Rick, Hilda and Union Rep
- Help Jerry remove bolts from John Deere

### February 8 ( 8 hrs)

- Meeting with Ryan and Donovan going over PW budget and gravel budget
  - Send in budget draft to Hilda
- Found chain to fuel tank cut
  - Review cameras and nothing stolen
  - Could not start pump with the cord set up
- Redid scope of work for rewiring fuel tanks and send it out to multiple trades for pricing
- Redid scope of work for containment fence around fuel tanks and send out to multiple contractors
- Work around shop-clean up

## February 9 (8 hrs) Personal truck 213 Kms

- Update notes for fence quotes and electrical with trades and phone numbers
- Start a floor plan for cold storage
- Go to wpg pick up JD wing parts and Cat batteries
  - Talked to JohnDeere service and they are behind schedule and suggested we put wing ourselves
- Return CC and receipts
- Unload parts at the shop

## February 10 (8hrs)

- Collecting prices for budget
  - Mower
  - Mezzanine floor
  - Shelving
  - Trailer
- Meeting at the office for fuel tanks
  - Rick
  - Hilda
  - Tom
  - Perry on the phone
- Move snowbank (using loaner tractor) from between PW building and Credit Union to help prevent springtime flooding in the Credit Union
  - Tractor was making some noises. Checked all fluids and belts everything looks good.
- Looking into ways to lock tank caps and getting prices for fuel lock systems
  - Looking into different alarm systems as well

**From:** Ryan Gaudry <RGaudry.pw@outlook.com>  
**Sent:** February 15, 2023 7:32 AM  
**To:** Hilda Zotter  
**Cc:** Lorna Hildebrandt  
**Subject:** Weekly Report February 6 - February 10 2023

## **Weekly Report February 6 – 10, 2023**

- **Monday February 6**
- Shoveled snow at the Welcome Center and the A.L.C.
- Checked critical areas for grading (everything passable) but could use sand in areas
- Put sander in the truck for sanding (Dave went out today) and for use the following day
- Cleaned up McKenzie bays with the tractor
- Installed 2 heaters in the other two dog kennels. 3 Kennels – 3 heaters
  
- **Tuesday February 7**
- Broke up the sand pile with the tractor
- Sanded a few areas in town (Ducharme Rd, Ludovic and governor rd. crossing, St. Laurent Drive)
- Started cleaning up cold storage properly placing little things (shovels, rakes, chest waders, etc.)
- Assisted Jerry Combot to remove the broken bolts from belly pan for the wing on the John Deere Grader
- Meeting with Richard (Reeve)
  
- **Wednesday February 8**
- Discussed our budget sheet amongst the 3 PW staff
- I finished my day at 10 AM to use up banked time.
  
- **Thursday February 9**
- Day off – Banked time
- **Friday February 10**
- Day off – Banked time
  
- **INCIDENTS**
- A piece of a broken leaf spring was left on the road on 100N (Wagon Creek) as I was road checking on Monday February 6, 2023. I ran over the end of it, and it came up hitting the back door on the driver's side. I did not see it on the road as it was snow covered from weekend weather conditions. It had left a 6–7-inch scratch under the RM sticker. Scratch does have a slight dent from impact. No serious Damages to RM vehicle.

Ryan Gaudry  
St. Laurent Public Works  
(204)-513-1227

## Hilda Zotter - CAO

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**From:** Ryan Gaudry <RGaudry.pw@outlook.com>  
**Sent:** January 30, 2023 2:11 PM  
**To:** Hilda Zotter  
**Subject:** Weekly Report Jan 23 - 27, 2023

### Weekly Report January 23 – 27<sup>th</sup> 2023.

- Monday January 23
- Cleaned up the snow on driveway at 795 Venice Rd South, (caused by grader wing throughout the winter)
- Cleaned up windows on cab of Case tractor (visibility wasn't the greatest)
- Started up both graders and check all fluids in both so they're ready for upcoming snow days
  
- Tuesday January 24
- Started removing the bits on the scarifier blade so we're ready for replacement
- Case technician came to look at the RM tractor for repairs (suggested it shouldn't be used with the bent loader, and should be brought to Leo's shop to assess damages)
- Cleaned up some snow off the roads. ROADS PUSHED; Bruce Rd (both sides of #6), Desrocher Rd (both sides of Bruce Rd), Days Lane, Govenor Rd (East side of #6), Gaudry Rd, Schon Rd, Tracks Trail
  
- Wednesday January 25
- Leo's Case came and dropped off the rental tractor and took our previous tractor to assess damage
- Removed all Christmas lights in RM.
  
- Thursday January 26
- Meeting at 7AM at the shop with Hilda and PW Staff
- Trimming trees that hit the grader while pushing snow/road grading .
- Unloaded some Steele for Fire Department with the tractor
  
- Friday January 27
- Shoveled the A.L.C and the Welcome Center
- Tractor work after a snowstorm. Work Done – cleaned McKenzie Bay's, Allard rd. turn around and curve, Laurentia beach ways, cleaned behind the Rec Center for WTS to access, cleaned the Welcome Center, A.L.C,

Ryan Gaudry  
St. Laurent Public Works  
(204)-513-1227

**From:** Hilda Zotter - CAO <cao.rmstlaur@mymts.net>  
**Sent:** February 15, 2023 2:21 PM  
**To:** fin.rmstlaur@mymts.net  
**Subject:** FW: Weekly reports

Lorna please print

**From:** Ray Ducharme <rayducharme23@gmail.com>  
**Sent:** February 15, 2023 2:07 PM  
**To:** Hilda Zotter - CAO <cao.rmstlaur@mymts.net>  
**Subject:** Weekly reports

Hey Hilda ,

The reports you requested are below  
Have a great day!

Weekly report for January 30th - February 4th

Monday Jan 30th - Garbage collection for the town went good.

Tuesday Jan 31st - cleaned office/lunch room finished recycling for monday the 30th

Wednesday February 1st -garbage collection for out east ,oak point ,town went good. Met with public works and helped their situation by lending hitch for the truck. We had to use the red trailer but no issues we are all a team .

Thursday Feb 2nd - Finished the recycling and top ups from Wednesday pick-up

Friday Feb 3rd - Ray cleaned up the oil building and added some oil to container, 50 yard bin was picked up.

Saturday - Ray maintained outside cells , burn pile and glass , also made sure no recycling left at end of day.

Weekly report for February 6th to February 11th

Monday February 6th - Garbage collection went well beaches and town .  
Had little complications with bin placement from rdw but fixed the problem for next time bin is placed

Tuesday February 7th - Roger cleaned up the hill from Mondays complications (which was remedied) and recycling from Mondays collection

Wednesday February 8th - garbage collection for out east ,oak point ,town went good.

Thursday February 9th - it was a colder day tried not to over work anything with hydrolics , other wise weather was the only issue . Had a productive day



Friday February 10th- Roger finished recycling and took out the bail.

Saturday February 11th- maintained the building and sorted chemicals. Along with making sure bin was pushed down throughout the day . 50 yard bin was taken